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ABSTRACT

This bibliography is intended as a resource for teachers and service-providers who work with participants in LINC (Language Instruction for Newcomers to Canada) programs of basic English-as-a-Second-Language education. It lists and describes Canadian teaching materials appropriate for adult immigrants' English language learning and their orientation to, settlement in, and active participation in Canadian life. Its content and organization reflect three levels of language proficiency and cultural adaptation, is comprehensive in its coverage of Canadian print materials, and is accessible to both specialists and lay persons. Bibliographic information provided includes title, author, date, LINC level, length, source, price, supplementary or related materials, subject area, and a brief annotation. The first three sections cite materials for each of the three proficiency levels, and a fourth lists materials for all three levels. Appended materials contain citations according to theme (anti-racist education; citizenship; ESL literacy; vocational English; general language study; grammar; life skills and community resources; speaking and conversation; teacher references; vocabulary), addresses of publishers and distributors, LINC level descriptions, a list of individuals consulted for the project, and correspondence used in consultation. (MSE) (Adjunct ERIC Clearinghouse on Literacy Education)

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Prepared by

Alister Cumming, Barbara Burnaby, Alice Weinrib,
Susanne Holunga, Jose Lopes, and
Stephanie Paulauskas

at the Ontario Institute for Studies in Education,
Toronto

for the TESL Canada Federation and for
the Settlement Branch of
Employment and Immigration Canada

January 1993

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and Leslie Vryenhoek and The University of Winnipeg for their ready assistance in the preparation of camera-ready copy.

The Annotated Bibliography of Teaching and Learning Materials for Adult Newcomers to Canada should prove a most valuable resource for TESL professionals involved in ESL Programs for learners at LINC Levels one to three across Canada.

Sheena Gardner, Editor
TESL Canada Journal, Special Issue No. 3

CAROL MAY, EDITOR
TESL CANADA JOURNAL
604-298-0312
P O BOX 44105
BURNABY, BC
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Introduction

This bibliography is a resource guide for teachers and service-providers who work with participants in LINC (Language Instruction for Newcomers to Canada) programs of basic English as a Second Language education. The bibliography lists and describes Canadian pedagogical materials appropriate for adult immigrants' English language learning, as well as their orientation to, settlement in, and active participation in Canadian life.

The content and organization of the bibliography reflect the first three levels of language proficiency and cultural adaptation identified in LINC policies, accounting for various regional and cultural settings across Canada. This document intends to be comprehensive (in its coverage of Canadian print material relevant to this pedagogical setting currently available) and accessible to diverse users (professionally specialized and lay persons alike). Consultations on the scope and content of the bibliography have incorporated views of key practitioners in adult ESL education throughout Canada.

While the bibliography intends to be comprehensive, it is not (and cannot be) exhaustive because new materials are being developed and published constantly to meet identified needs. TESL Canada plans to update this bibliography periodically. Any information about additional material should be forwarded to TESL Canada, P.O. Box 707, Station C, Toronto, Ontario, M6J 3S1, attention: Research Coordinator.

Additional Copies

Additional copies of this bibliography may be obtained by contacting *TESL Canada* at the address given above.

Organization

The bibliography is organized in three ways to facilitate access to the materials. First, and most generally, all annotations for materials are presented under one of four categories related to levels of the A-LINC rating tool (see Appendix C):

1. LINC 1, corresponding to teaching and learning materials pedagogically appropriate to level 1 of the A-LINC rating tool;

2. LINC 2, corresponding to teaching and learning materials pedagogically appropriate to level 2 of the A-LINC rating tool;

3. LINC 3, corresponding to teaching and learning materials pedagogically appropriate to level 3 of the A-LINC rating tool;

4. GENERAL, including all teaching and learning materials that are pedagogically appropriate to levels 1, 2, *and* 3 of the A-LINC rating tool as well as materials that teachers or LINC service providers might profitably refer to and use directly to organize LINC projects.

The majority of materials appear in the GENERAL category, reflecting the general nature of materials presently prepared for adult learners of English in Canada. Because few of these materials were prepared before LINC policies were implemented in 1992, the present categorization into three A-LINC levels is only approximate, representing suggestions made during our consultations or our impressions of vocabulary or language structures, contextual references, or pedagogical conventions related to the A-LINC descriptions of English proficiency. Teachers and learners may, of course under many circumstances, find specific materials listed in one LINC level appropriate for another LINC level.

The second level of organization is that, within each of the four categories above, all materials (and their annotations) are presented

in alphabetical order by the names of the authors (or first authors or editors) of the materials. This level of organization permits identification of specific materials by browsing and by cross-referencing with the third level of organization.

The third level of organization is in ten tables that list materials appropriate to specific aspects or themes of language learning and teaching common to the LINC program (see Appendix A for LINC descriptors):

1. Anti-racist education,
2. Citizenship,
3. ESL Literacy,
4. English for Work,
5. General Language Study,
6. Grammar,
7. Life Skills and Community Resources,
8. Speaking/Conversation,
9. Teacher Reference, and
10. Vocabulary.

Within each of these tables, materials are cited by the names of authors and are subcategorized as LINC 1, LINC 2, LINC 3, or All LINC Levels--so that readers may quickly locate the annotations for materials in the alphabetical ordering of the main part of the bibliography. Appendix B lists the names and addresses of all publishers and Canadian distributors cited in the bibliography.

Bibliographic information follows APA style (1984) and the overall format developed in Cumming's (1990) *Annotated bibliography of Canadian ESL materials*. That is, each item in the bibliography identifies: authors' or editors' names, date of most recent publication, title of the book(s), place of publication, publisher, accompanying materials (such as work books, teacher guides, other books in a series, multi-media supplements), number of pages, and the 1992 list price for purchase of the material. Below this bibliographic

information are key words describing the material (using the ten themes listed above, e.g., anti-racist education, citizenship, ESL literacy etc.). Then unique characteristics of the material or supplementary material are listed, such as teacher guide, answer key, audiocassette, videocassette, or illustrations. A single paragraph annotation then describes the content, organization, and purpose of the material.

Approach

The bibliography was prepared during November and December 1992 and January 1993. To identify materials for inclusion, the project team first conducted telephone and fax interviews with a sample of people providing LINC classes or LINC service providers in key centers across Canada, identified through TESL Canada contacts. (Their names and addresses are listed in Appendix D; the interview protocols appear in Appendix E). At the same time, all relevant materials appearing in Cumming's (1990) *Annotated Bibliography of Canadian ESL Materials* were identified and recategorized for the present purpose. Systematic searches were conducted of three computer data bases: ONTERIS, ERIC, and the Canadian Index of Education. Visual searches were conducted of the Modern Language Centre reference library then of several large libraries at ESL and literacy teaching centers in the Toronto area. An initial draft of the bibliography was prepared, incorporating materials gathered from each source. The draft was then sent to all persons consulted for their comments and suggestions for additional materials to be included. Then revisions were made for a final version of the document.

The project team established several criteria to select material for the bibliography. The chief criterion was to identify materials expressly prepared for the purpose of English language learning and teaching among adult newcomers to Canada. This criterion focused our attention on print materials that could be used by teachers, learners, or program organizers *directly* in LINC classes or related educational

contexts, such as at-home study, tutoring, or settlement orientation. In addition to print material such as exercise books, curriculum guides, learner dictionaries, or learner newspapers, we have referenced audio, video, and film materials that accompany them.

A further criterion was feasibility of use and acquisition within diverse LINC settings. As a consequence, the bibliography does not include: computer materials because of the present variety of software and hardware requirements; theoretical or research studies on ESL education, which although potentially relevant, we could not envision most LINC practitioners using directly in their programs or practices; or articles in scholarly journals or professional magazines. While a nearly infinite number of print materials such as brochures, pamphlets, or magazines are suitable for the LINC program and settlement in Canada, the scope of the present project could not permit our referencing of such sources for all regions of the country. We have only listed materials with an identifiable distributor and those currently in print.

Materials were selected using a broad definition of "Canadian", including materials produced by Canadian authors, institutions, or publishers as well as materials with extended references to locations and situations in Canada. Thus materials produced, for example, in Australia, England or the United States for learners in those countries were excluded from the bibliography, even though teachers and learners may find their pedagogical content suitable to the LINC program in some circumstances. No attempts were made to assess the educational or production quality of the materials, either in our annotations or selection process, so that the bibliography could provide as broad a range as possible of material to suit users' local interests or purposes within Canada. Materials identified as "regional" in the key word annotations have extensive references to particular Canadian cities, making them suitable to that one location alone. We expect this bibliography will require updating every few years to incorporate publication of new Canadian materials related to the LINC program.

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We thank Ellen Lieto at the Modern Language Centre for word-processing the manuscript, the many individuals listed in Appendix B who contributed their time and valuable advice during consultations for the project, as well as the many publishers, distributors, and authors who notified us of their materials or provided display copies. Display copies of materials are stored, and can be used by the general public, at the Modern Language Centre library, 10th floor, Ontario Institute for Studies in Education, 252 Bloor Street West, Toronto, Ontario M5S 1V6.

The viewpoints expressed in this bibliography are not those of TESL Canada or Employment and Immigration Canada. The authors have not attempted to evaluate the educational quality of the materials. Teachers are advised to use their professional judgment in choosing and using these materials.

References

American Psychological Association. (1984). *Publication manual of the American Psychological Association*, 3rd. ed. Washington, DC: American Psychological Association.

Cumming, A. (1990). *An annotated bibliography of Canadian ESL materials*. Special Issue 2, *TESL Canada Journal*.

LINC LEVEL 1

Beer, B., & Rampaul, Y. (1988). *English sounds and letters.* Level 1. 37 pages. Level 2. 37 pages. (1991). Level 3. 43 pages. Winnipeg, Manitoba: Y. Rampaul. Levels 1, 2 $5.00 each; Level 3 $7.00; Package of 100 visuals $15.00.

ESL literacy; visuals

The three workbooks focus on the sound-letter correspondence of the alphabet. Basic structures are introduced hierarchically, moving from simple to more complex in each workbook. Vocabulary items are listed at the back of Level 3 workbook. Large visuals (8 1/2 x 11) for each of the pictures used in Level 3 workbook are available.

Beer, B., & Rampaul, Y. (1990). *English for life.* 38 pages. Winnipeg, Manitoba: Y. Rampaul. Workbook 1 $7.00; Visuals $15.00; Wall charts - price not available; Cassettes (2) $15.00.

General language study; ESL literacy; visuals; audiocassettes

Developed for beginner level students, this workbook provides practice in answering basic personal information questions such as name, address, telephone number as well as questions dealing with the familiar topics of weather, colour, family and native countries. The various activities provide opportunities for practice of the four language skills. The visuals help contextualize the vocabulary and structures and the audiocassettes help students develop their listening skills. The workbook includes a note to the teacher, describing the materials and a suggested methodology for their use.

Blackwell, M., Kennedy, P., Smith, S., Robinson, J., & Selman, J. (1984). *ESL 001*. Student book, Units 1-6, Assignments, Units 1-6. 339 + 275 pages. Richmond, B.C.: Open Learning Institute. $192.20.

independent language study; life skills, ESL literacy; vocabulary; illustrations; audiocassettes; answer keys

Each of the six units deals with a different survival topic: meeting people, exchanging personal information, getting and giving directions, taking telephone messages, making arrangements with neighbours and getting repairs done. The illustrated student books are used in conjunction with the program's accompanying audiocassettes. Students listen, repeat, check, read and ask questions. An answer key is provided for each unit. Follow-up assignments include practice exercises on the vocabulary, pronunciation, and grammar structures focused on in each unit. Community contact assignments are also included in each collection of unit assignments.

Buthuru, D. (& Dragman, J. (Ed.).). (1982). *All my life...* Vancouver: Vancouver Community College. 25 pages. $2.00

ESL literacy; illustrations

Buthuru writes of her life in Fiji and in Canada, and of her struggle to overcome problems and setbacks in making her livelihood.

Collie, Robert. (1985). *Getting along*. Toronto: East End Literacy. 32 pages. $3.95.

ESL literacy; life skills; illustrations

This short story written by an adult learner at the Toronto East End Literacy Project is designed as reading material for adult learners of basic literacy and English as a second language. The author writes about his working experiences. Sentences are short and simple, averaging 2 or 3 per page.

Cunningham, H., Rabinowitz, M., & Yees, S. (1984). *Your home: An English as a second language workbook for beginners*. Vancouver: Vancouver Community College. 38 pages. $3.25

life skills; ESL literacy; illustrations

Short answers and sentence completion exercises focus on basic vocabulary related to objects inside and around the house.

Cunningham, H. (1984). *Driving*. Community Survival Skills Series. Vancouver: Vancouver Community College. 55 pages. $8.30

life skills; vocabulary; illustrations

Through short answer and sentence completion exercises, as well as dialogues about driving tests, students are given information on different kinds of vehicles, parts of the car, traffic lights, arm signals, speed limits, parking, signs, passing, and headlights, etc.

Cunningham, H. (1986). *Having a baby: An English as a second language workbook for beginners*. Community Survival Skills Series. Vancouver: Vancouver Community College. 69 pages. $7.50

life skills and community resources; vocabulary; illustrations

The steps from the first doctor's appointment to the birth and care of the baby are described for ESL learners, including breast and bottle feeding, nursery items, disposable vs. cloth diapers, and caesarean deliveries, among others. Vocabulary is introduced in the context of dialogues and exercises.

Frankel, I., & Meyers, C. (1992). *Canadian crossroads 1*. Student Book. 130 pages. Frankel, Fox, & Meyers. Teacher's Book and Multilevel Activity and Resource Package. 163 + 234 pages. Don Mills, Ont.: Oxford University Press. Student book $14.95; Activity/Resource package $80.00; Teacher's book $19.50; Audiocassettes $60.00.

life skills; grammar; general language study; audiocassettes; illustrations; exercises; forms; answers; tapescripts; life skills

Each level includes a student book, teacher's book, multilevel activity and resource package and audiocassettes. The student book contains 10 units, covering a variety of life skill topics (e.g. housing, health, food, transportation, employment). All skills are integrated in each unit, along with new grammatical structures. At the end of each unit are Progress Checks and a Memo to the teacher. At the beginning of the student book is a section of step-by-step procedures covering the majority of exercise types. Grammar summaries and tapescripts are found at the end of the student book. The teacher's book includes reproducible versions of the first-page illustrations, instructions, suggestions, pronunciation exercises, cross-references to exercises in the multilevel activity and resource package and

cross-references to vocabulary pages in *The New Oxford Picture Dictionary*. Competency checklists are found at the back of the teacher's book. The Multilevel Activity and Resource Package contains reproducible workbook pages, picture cards, word cards, game boards and interactive activities. Worksheets come in two levels (A and B). Teacher's Notes are included for each unit.

Guindon, Hank. (1985). *New Year's 1960*. Toronto: East End Literacy. 30 pages. $4.95.

ESL literacy; life skills; illustrations

This short story written by an adult learner at the Toronto East End Literacy Project is designed as reading material for adult learners of basic literacy and English as a second language. The author writes about a New Year's Eve experience, more than 25 years ago, when he saved a young woman from being beaten by two men. Black-and-white photographs accompany the text.

Johnson, M. (1978). *The ABC's: An alphabet and basic phonics book for adults and children*. Winnipeg: Clarity Books. 49 pages. $4.95.

ESL literacy; illustrations; index

Names and basic letter sounds of hard consonants and short vowels are organized alphabetically, including practice of initial and final consonant sounds. A tutor's guide lists what to do and what to say as each letter is taught, with additional teaching tips at each stage. A reference list of regular spellings is included.

Johnson, M. (1979). *Steps to literacy: Graded literacy exercises for adults and children, Series 1, Beginners.* (1980). *Series 2.* (1988 rev. ed.). *Series 3a.* (1981). *Series 3b.* Winnipeg: Clarity Books. 56 + 56 + 59 + 56 pages. Book 1 $4.95; Book 2 $4.95

ESL literacy; grammar; answer key

The phonics and grammar exercises in this series are to be used for dictation and board work, as well as for homework. The first level introduces short vowel sounds, consonant combinations, and basic grammar. The second level focuses on long vowels, punctuation, contractions, negatives, paragraphs, suffixes, and antonyms, and other items. The third level includes dipthongs, more advanced grammar, root words, and similes, for example.

Kamikura, F. (& Sawkins, M. (Ed.).). (1982). *Now I have time.* Vancouver: Vancouver Community College. 25 pages. $2.00

ESL literacy; illustrations

Prompted by her husband's death, Kamikura began studying English. She writes about her life before and after immigrating to Canada in 1927, and about raising a family here. Large type and photographs are featured.

Martin, S. (1990). *English by heart.* Winnipeg, Manitoba: Manitoba Textbook Bureau. 77 pages. $7.35.

grammar; ESL literacy; vocabulary; illustrations; photographs

The workbook contains stories about real people, followed by questions, grammatical practice and vocabulary practice. Grammar and vocabulary sections are found at the end of the workbook. Illustrations and photographs provide context for the

thematically-based readings. Themes covered include greetings/introductions, family, routines, housing/occupations, body/ailments.

Mollica, A. (1988). *Crossword puzzles for beginners*. Welland, Ont.: Editions Soleil Publishing Inc. 80 pages. $19.95.

ESL literacy; vocabulary

Visual clues prompt the use of new vocabulary on 10 themes at four levels of difficulty. Each of the themes introduces 20 words for practice in eight different combinations. A word list supplements the pictures in all but the last two combinations of each theme, which can be given as a test. Detachable puzzle pages which can be used as duplicating masters are a unique feature of this book.

Sacco, M. (1976). *What do you do? What are you doing?* Ottawa: Supply and Services Canada. 38 pages. $3.10.

grammar; illustrations; exercises; film/videocassette

The booklet introduces the present and present continuous verb forms separately, along with a variety of exercises and then contrasts the tense and its aspect. The booklet is designed to be used after the film/videocassette *What do you do/What are you doing?* which is available from the National Film Board of Canada.

Toronto Board of Education. (1991). *Planning numeracy lessons for an ESL literacy classroom: A beginning. Toronto: Toronto Board of Education. 104 pages. $10.00.*

ESL literacy; exercises; illustrations

Included in this booklet are twelve lessons based on three themes: the calendar, time and money. Each lesson outlines the theme focused on, lesson objectives, skills to review, activities, materials and evaluation. Model lessons, work- sheets and resource sheets are also provided.

Toronto Board of Education. (1986). *English for the fashion industry Books 1 & 2.* Toronto: Toronto Board of Education. 80 + reference, 102 + reference pages. Books 1 & 2 $15.00; Set $25.00.

English for the workplace; vocabulary; illustrations; instructor guide

These 2 books focus on the language used to work in the fashion industry, highlighting related language use in the community. Specific aspects of the daily work environment, as well as regulations of the ladies' dress and sportswear industry, shape the content of the program. The first book has units on the sewing machine, measurement, colours, materials, finished garments, signs and notices, personal stories, and human rights. The second book focuses on hours of work and overtime, job classifications, minimum wages, vacation pay, holidays, unemployment insurance, wage statement, maternity benefits, workers' compensation, and union issues.

Toronto East End Literacy Project. (1985). *Working together/ Students for action*. Toronto: East End Literacy Project. 32 pages. $3.95.

ESL literacy; life skills; illustrations

This short story written by a group of adult learners at the Toronto East End Literacy Project is designed as reading material for adult learners of basic literacy and English as a second language. The topics are signing forms (e.g., leases, mail offers, medical information sheets, and bank account documents). The text is in dialogue format, and on each facing page a black-and-white photograph appears.

LINC LEVEL 2

Brod, S., & Frankel, I. (1992). *Canadian crossroads 2*. Student Book. 132 pages. Sample, B. Teacher's Book. 131 pages. Fuchs, M., Brod, S., & Frankel, I. Multilevel Activity and Resource Package. 246 pages. Don Mills, Ont.: Oxford University Press. Student book $15.95; Activity/Resource package $80.00; Teacher's book $20.95; Audiocassettes $65.00.

general language study; audiocassettes; illustrations; exercises; forms; grammar; answers; tapescripts; life skills

Each level includes a student book, teacher's book, multilevel activity and resource package and audiocassettes. The student book contains 10 units, covering a variety of life skill topics (e.g. housing, health, food, transportation, employment). All skills are integrated in each unit, along with new grammatical structures. At the end of each unit are Progress Checks and a Memo to the teacher. At the beginning of the student book is a section of step-by-step procedures covering the majority of exercise types. Grammar summaries and tapescripts are found at the end of the student book. The teacher's book includes reproducible versions of the first-page illustrations, instructions, suggestions, pronunciation exercises, cross-references to exercises in the multilevel activity and resource package and cross-references to vocabulary pages in *The New Oxford Picture Dictionary*. Competency checklists are found at the back of the teacher's book. The Multilevel Activity and Resource Package contains reproducible workbook pages, picture cards, word cards, game boards and interactive activities. Worksheets come in two levels (A and B). Teacher's Notes are included for each unit.

Invergarry Learning Centre. (1992). *A war every day*. Surrey, B.C.: Invergarry Learning Centre. 4 pages. $1.00.

ESL literacy

The author, an ESL learner, writes about her life in Laos, and the hardships she went through before arriving in Canada.

Invergarry Learning Centre. (1992). *For a new beginning*. Surrey, B.C.: Invergarry Learning Centre. 42 pages. $1.00.

ESL literacy

The authors, who were ESL learners, have written stories about different aspects of their lives in five countries where they previously lived: India, Vietnam, Guatemala, Colombia and India.

Invergarry Learning Centre. (1992). *From India to Canada*. Surrey, B.C.: Invergarry Learning Centre. 25 pages. $1.00.

ESL literacy

Tony Basra, a new immigrant in Canada, has written a collection of stories, covering a variety of topics. His topics range from personal feelings such as joy, excitement and sadness to descriptions of Indian weddings, food and the Caste System.

Invergarry Learning Centre. (1992). *Hea's many homes*. Surrey, B.C.: Invergarry Learning Centre. 40 pages. $1.00.

ESL literacy; photographs

The author writes about his life, starting in Cambodia in 1939 and arriving in Canada in 1990, and the many homes he and his family had in between.

Invergarry Learning Centre. (1992). *Rani's story*. Surrey, B.C.: Invergarry Learning Centre. 19 pages. $1.00.

ESL literacy

The nine stories written by Rani focus on her personal feelings of India. Her stories include memories of her school and village in India, a story and movie that she liked and her daily schedule.

Invergarry Learning Centre. (1992). *Three by four*. Surrey, B.C.: Invergarry Learning Centre. 37 pages. $1.00.

ESL literacy; beginner to intermediate proficiency

The book was written and produced by four students, each of whom wrote three stories and/or poems on personal topics.

North York Board of Education. (1991). *Moving on!* and Student Workbook: *Moving on!*. North York: North York Board of Education. 41+40 pages. $10.00.

ESL literacy; illustrations; pictures; exercises

Adult students in literacy programs wrote, edited and revised their stories with the help of their instructor where necessary. Various themes are represented in the stories, e.g. adventures, experiences and personal thoughts. The student workbook consists of nine stories, each story followed by a variety of written activities. Activities in the student book can be reproduced for classroom use.

Rabinowitz, M. (1986). *Having an operation: An ESL workbook*. Community Survival Skills Series. Vancouver: Vancouver Community College. 67 pages. $7.50

life skills and community resources; illustrations

Vocabulary for describing one's health, filling in hospital forms, and understanding what doctors and nurses are doing and saying in the hospital during pre- and post-surgery is given in dialogues and in sentence completion, short answer, and matching exercises.

Reid, J., Applebaum, S., Hom, K.L., Vane, J., & Yin, M. (n.d.). *Food and restaurant*. 35 pages. *Shopping*. 43 pages. *Transportation and community living*. 37 pages. Toronto: Toronto Board of Education. $5.00.

ESL literacy; life skills and community resources; vocabulary; series; regional; illustration; hand-lettered text

The exercises in these 3 booklets encourage development of reading and writing skills through tracing of letters, matching words to pictures, and language experience stories that create a "word bank". Exercises are organized by topic, not difficulty. The food and restaurant booklet focuses on names of food items and prices. The booklet on shopping introduces vocabulary and symbols, such as care labels on clothing and instructions on prescriptions, as well as numbers, days and time. Exercises in the transportation and community living booklet focus on using public transportation in Toronto and area, and on other public services such as libraries and Ontario health services.

Reid, J., Taborek, E., & Leung, F. (n.d.). *My neighborhood*. Toronto: Toronto Board of Education. 55 pages. $5.00.

life skills and community resources; regional; illustrations; hand-lettered text

For adult students in a beginning English program, this booklet focuses on language used to describe various aspects of community life, organized into sections called: where do you live?, housing in my neighborhood, people working in my

community, and I go to these places. Brief notes to the instructor summarize the content of each section and suggest topics for discussion. Exercises and activities are based on residence in Toronto and areas. Black and white photos and hand-drawn maps appear throughout.

Reid, J., Taborek, E., & Wood, D. (n.d.). *Holidays, wages, and the dental plan: Communication activities for the ESL in the workplace program.* Toronto: Toronto Board of Education. 61 pages. $5.00.

ESL for the workplace; ESL literacy; regional; appendices

Eighteen exercises are based on information about Ontario's labour laws and dental care coverage. Each exercise is prefaced by a list of objectives and notes to the instructor about method of presentation. Students' exercises include fill-in-the-blank conversations, reading comprehension questions, and discussion questions. Appendices give specific information about Ontario.

Reid, J., Taborek, E., & Wood, D. (n.d.). *Talking about transportation: Communication activities for the ESL classroom.* Toronto: Toronto Board of Education. 53 pages. $5.00.

life skills and community resources; ESL literacy; speaking/ conversation; regional; illustrations; appendices

Focusing on signs in the Toronto subway system, as well as on hand-drawn maps and fare information, students learn how to use the subway. Black and white photos and language used in giving and receiving directions are key elements in the exercises. Each lesson is prefaced by a list of objectives as well as instructor notes on methods and discussion topics.

Sacco, M. (1976). *Has/had: The present perfect and simple past.* Ottawa: Supply and Services Canada. 60 pages. $2.75.

grammar; illustrations; exercises; film/videocassette

The booklet introduces the present perfect, provides a variety of exercises and contrasts it to the past tense and present perfect continuous verb forms. The booklet is designed to be used after the film/videocassette *Has/had* which is available from the National Film Board of Canada.

Toronto Board of Education. (1984). *Our lives*. Toronto: Toronto Board of Education. 48 pages. $8.00

ESL literacy; speaking/conversation;life stories; regional; illustrations

Portuguese women in adult ESL classes in Toronto dictated these stories to their teachers and used them in classes to develop their English language proficiency. Topics centre on life in Canada, especially work and family, with an introductory section about Portugal. Following each reading passage are questions and exercises that expand on basic themes.

Toronto Board of Education. (1990). *More than just Chinese Food...* Toronto: Toronto Board of Education. 41 pages. $13.00

ESL literacy; speaking/conversation; illustrations

This book consists of writing by adult ESL learners of Chinese origin. The book is organized around four basic themes: family, education, social customs, and festivals. Each short text is accompanied by a set of questions for oral discussion and group work activities.

Wall, N. (Ed.). (1985). *We make the clothes*. Toronto: Learnx Press. 24 pages. $8.00.

English for work; ESL literacy; vocabulary; speaking/ conversation; illustrations

A picture story follows the steps for producing an article of clothing in a garment factory in Toronto. The story is divided into sections that correspond to the division of labour in the factory: pattern-making, the computer room, the cutting room, the sample room, the shop floor, and the shipping room. Job-related vocabulary is used in context, describing the activities shown in the pictures.

LINC LEVEL 3

Bell, J., & Holt, M. (1987). *It's your right!*. Ottawa: The Human Rights Directorate, Department of the Secretary of State. 95 + 25 pages. Free.

anti-racism; citizenship; illustrations

In addition to a teacher's guide, this kit about rights of Canadian citizens and immigrants contains eight modules: 1) basic rights and freedoms; 2) employment rights; 3) tenant's rights; 4) age; 5) sexual harassment; 6) equal pay; 7) race, colour and ethnic origin; and 8) disability. The students' manual contains cartoons illustrating case histories followed by a series of questions to motivate oral discussion.

Bowers, B., & Godfrey, J. (1983). *Decisions*. and Teacher's edition. 80 + 111 pages. Bowers, B. & Godfrey, J. (1985). Student Book $7.95; Teacher Book $7.95. *Decisions decisions*. and Teacher's edition. Markham, Ont.: Pippin Publishing Ltd. 122 = 152 pages. Student Book $9.95; Teacher Book $9.95.

speaking/conversation

Suitable for multi-level classes, the activities in these books are arranged by contextually-based functions of language. Socially appropriate communication, rather than a specific level of linguistic competence, is stressed. Each chapter relates a problem followed by activities based on discussion and selection of solutions. Topics, functions, strategies, and grammar for each chapter are listed in chart form. The teacher's editions explain how to present the functions in each chapter, suggest 3 levels of role play activities, and give topics for pre-composition discussion; some research topics are briefly outlined.

Bowers, B., & Godfrey, J. (1992). *Words we use*. Scarborough, Ontario: Prentice-Hall Canada Inc. 163 pages. Book: $13.50; Answer key: $10.00

vocabulary; ESL literacy; life skills; exercises; pronunciation key; glossary; crossword puzzles; answer key

The eighteen units are based on readings that describe aspects of Canadian life. The activities that follow each unit topic focus on the vocabulary words in the passage. Students practise pronunciation, identify parts of speech and use the vocabulary in natural English sentences. The book contains a variety of communicative and interactive activities to stimulate discussion.

Brand, D., & Sri Bhaggiyadatta, K. (1986). *Rivers have sources, trees have roots: Speaking of racism*. Toronto: Cross Cultural Communication Centre. 192 pages. $12.95.

anti-racist education; speaking/conversation; teacher reference; illustrations

This book is a collection of oral stories about personal experiences with racism in Canada. These stories cover several topics: 1) the culture of everyday; 2) childhood; 3) work, and 4) continuing to fight. The stories can be used as classroom material to facilitate oral discussion.

Brand, M., Gallaugher, A., & Langevin, D. (1992). *I can do the job very well*. Toronto: Toronto Board of Education. 129 pages. $20.00.

life skills and community resources; English for work; illustrations; forms; exercises; teacher guide; answer key

The book is divided into 7 units which chronologically reflect stages of the job search process (e.g., self-assessment and job

assessment, networking and getting started in a job search, barriers to employment, resumes and application forms, interviews). Notes for the ESL instructor include methodological suggestions, description of the format and the philosophy of the book. Supplementary resources and reference materials are listed at the end of the book. Each unit consists of student stories, questions for discussion and activities.

Bryant, M. (1989). *Tutor's guidebook for write on: A guide to writing for the workplace*. Saint John, N.B.: Laubach Literacy of Canada. $2.95.

ESL literacy; speaking/conversation; teacher's guide

Designed to develop a student's ability to write clearly and logically in work-related contexts, *Write on* focuses on teaching thinking, reasoning and organizing skills. In addition to writing memos, letters, descriptions and instructions, the guide includes reading and discussing the mechanics and process of writing. Practice activities are provided on sentences, editing and note taking. The tutor's guidebook outlines procedures for teaching the 11 units in the student's book and suggests follow-up activities. A chart indicating the kinds of practice exercises is included in the appendix.

Burdy, T., Irwin, A., Langrell, D., & Wiebe, L. (1986). *Citizenship*. Workbook 1. 62 pages. Workbook 2. 59 pages. Teacher's Notes. 4 pages. Manitoba: Manitoba Department of Education. Level 1 $2.10; Level 2 $2.15; Teacher's Notes $6.00.

citizenship; ESL literacy; illustrations; maps; teacher's notes

Materials in Level 1 workbook have been simplified for the adult student with limited literacy skills. Large print, simple sentence structure, simple maps and charts and information in small

sections have been used throughout the materials, along with activities. Topics cover such areas as municipal, provincial and federal governments, how laws are made, how to vote, people and languages, history, privileges and responsibilities. Level 2 includes maps, charts, illustrations, graphs, diagrams and readings on the topics of geography, history, political parties and voting, and other topics covered in Level 1, but in more depth. Accompanying the workbooks is a booklet containing Teacher's Notes.

Butovsky, L. & Creatore, C. (1993). *Laugh your way to better spoken English*. Scarborough, Ont.: Prentice-Hall Inc. 96 pages. Book $18.67; Audiocassette $40.00.

general language study; illustrations; answer key; audio-cassette

The book contains 100 popular jokes and a variety of language activities related to them. The jokes are categorized by theme and within each theme the jokes are grouped in order of difficulty. Cultural notes, along with introductions provide background information. Language activities include pronunciation practice, vocabulary development, speaking skills development through dramatization, interviews and discussions and grammar practice. All jokes and pronunciation exercises are on the audiocassette. An answer key is found at the back of the book.

Coelho, E. (1989). *The jigsaw kit*, rev. ed. Toronto: Dominie Press, first published by Duplikits (1985). 23 pages (guide + (24 + 26 +26 + 30) x 3 pages (workbooks). $39.95.

speaking/conversation; ESL literacy; illustrations; exercises; teacher's guide

Designed to stimulate a co-operative learning environment, and to accommodate students of different levels of English ability,

the workbooks in this kit prepare groups of students to engage in information gap and information transfer tasks. First, students work in "expert groups" where each has identical information on specific topics; then, they re-group into "jigsaw groups" of four, each of whom has different information (from each expert group) that must be shared in order to understand the whole situation. Exercises focus on vocabulary building, reading comprehension, and personal responses to the readings. Quizzes for each unit are available in the teacher's guide.

Cunningham, H., & Kozakiewicz, N. (1992). *What do people really say?* Vancouver, B.C.: Vancouver Community College Press. 152 pages. $16.95.

speaking/conversation; videocassette; exercises

The teacher's guide and student workbook serve as a guide to the videocassette. The video consists of 17 vignettes set in a variety of situations. Each conversation is built around one language function (e.g. complaining, apologizing, giving instructions). The book is divided into 16 units. Each unit includes a description of the situation, a glossary of the speech functions, cultural notes, teaching suggestions, two sets of comprehension questions, and a set of additional questions. Transcripts and answers appear at the end of the book.

Educational Measurement Research Group, University of British Columbia. (1991). *Perfecting your second language: Instruction and practice in English usage for college and university entry level students*. Vancouver: UBC, Educational Measurement Research Group. 92 pages. $10.00.

grammar; answer key; exercises

The booklet deals with eight grammar problems that appear in ESL learners' writing. Rules, examples and practice activities

are provided in each chapter. Review exercises and additional reading selections for summarizing, along with all answers, are provided. An appendix contains notes on writing correct sentences and answers.

Fournier, P. & Cunanan, A. (1990). *Integration: A multi-skills approach to improving English*. Teacher's manual. 72 pages. Montreal: McGraw-Hill. 134 pages. $18.25.

general language study; illustrations; answer key

Eight units on various themes (animals, advertising, superstitions, etc.) contain pre-reading exercises, extensive reading passages on popular academic topics, vocabulary and comprehension exercises, suggested writing topics, and self-tests. The teacher's manual outlines the purposes of the materials and provides an answer key for exercises.

Fox, J., Woods, H., with Deeble, C. (1980). *Telephone gambits: A module for teaching telephone English to second language learners*. Hull, Que.: Supply and Services Canada. 47 pages. $4.95.

speaking/conversation; life skills; illustrations

This booklet presents and guides students to practice a variety of telephone exchanges: protocol for business, emergency, and long distance telephone calls, as well as for making appointments and reservations, dealing with complications, and interacting during a call. Unique features are a tone chart for greetings and "Function Dial" for practice dialogues.

Freedman, J. (Ed.). (1987). *Ontario's story: For learners of English as a second language*. Toronto: Ontario Ministry of Citizenship. 21 pages. Free.

citizenship; ESL literacy; regional; illustrations; answer key

This booklet has 6 two-page stories, collected from "Newcomer News", about the history and development of Ontario. Stories about the Native people, French rule, the Loyalists, the War of 1812, changes in the government, and economic development, are followed by exercises in sentence completion, reading comprehension, grammar structures, and vocabulary.

Freedman, J. (Ed.). (1989). *The Ontario times: Special citizenship issue*. Toronto: Ontario Ministry of Citizenship. 8 pages. Free.

ESL literacy; citizenship; regional; newspaper; illustrations

Newspaper articles on citizens' rights and responsibilities focus on Ontario, listing addresses and phone numbers for Human Rights Commission offices and Race Relations Directorates, and recounting stories of community action. Geographical description of other parts of Canada, and historical information about Canada's name, flag, and birthday are also included.

Holunga, S., Paulauskas, S., & Seright, L. (1989, 1990). *Ticket to English 5*, Textbook 1 and 2, Activity book. 96 + 95 + 220 pages. Guidebooks 1 and 2 and Audiocassettes. 429 + 473 pages. Montreal: Les Editions HRW. Textbook $19.95 each; Activity book $10.95; Guidebook $54.95 each; Audiocassettes (3) $120.95.

general language study; life skills; grammar; colour illustrations; figures, audiocassetes; tests; glossary; answer key

These student textbooks are organized by theme. The themes include career planning, consumerism, leisure, education, family life, multiculturalism, and the environment. A glossary of terms, a grammar section and reading for pleasure are featured

in each of the twelve units. The teacher's pedagogical notes have reproductions of student books, transcripts of taped activities, and descriptions of activities with options for weak and strong students. The evaluation guide contains formative and summative tests and student answer sheets, as well as an answer key. Three audiocassettes are included, two for classroom activities and one for tests.

Johnson, M. (1981). *Old tales for new readers: Aesop's fables retold*. Winnipeg: Clarity Books. 51 pages. $3.95

ESL literacy; grammar; illustrations

These 25 fables have been adapted for second language learners. A cloze exercise based on each fable provides the answers for a crossword puzzle following each reading.

Johnson, M. (1987). *Proverbs say it best*. Winnipeg: Clarity Books. 42 pages. $3.95.

ESL literacy; grammar; vocabulary

Common English proverbs and their translations in colloquial English appear in boldface at the top of each page. Their meaning is explained in the context of a short dialogue or situation, and students are then invited to write their own stories, following the framework given. Less common proverbs, and paraphrasings of them, are listed at the back.

Kabis, G. (1987). *Think up your own story*. Montreal: Centre Educatif et Culturel Inc. 60 pages. $13.00.

ESL literacy; speaking/conversation; vocabulary; illustra-tions; glossary; glossary index

In each of 17 chapters a full-page black and white photograph introduces the topic of a story. A series of questions that stimulate response to the topic, and a list of relevant vocabulary (organized by who, where, when, why, what, and how questions) prompt students to build individual stories about the photo. A glossary defines the vocabulary printed in bold-face throughout. A chart of language functions and verb tenses shows how topics can be integrated.

Keller, E., & Warner, S. (1979). *Gambits 1: Openers*. 57 pages. (1976). *Gambits 2: Links*. 61 pages. (1979). *Gambits 3. Responders, closers, and inventory*. 58 pages. Ottawa: Supply and Services. Gambits 1, Gambits 2 $7.00; Gambits 3 $6.00.

speaking/conversation; vocabulary; illustrations; index; answer key

These three booklets present and practice over 500 phrases strategically useful in opening, maintaining, verifying, adjusting, or closing conversations. Innovative classroom activities are suggested to practice functionally similar phrases, which are grouped and listed in the margin of most pages. Book 1 deals with phrases to attract attention, introduce topics, digress from a topic, provide opinions, and discuss problems. Book 2 considers phrases to expand on topics, evaluate subjects, or make arguments. Book 3 concerns phrases for responding to various kinds of statements and closing conversations. It also provides a detailed index of the words and phrases appearing in the entire series. The selection of phrases was derived from a corpus of English speech data.

Knickerbocker, N., & Bosch, S. (1990). *First Generation*. Vancouver, B.C.: Asian Pacific Foundation of Canada. Free.

ESL literacy; teacher reference; photographs

This book consists of eighteen biographical sketches of immigrants from various ethnic backgrounds in British Columbia.

McLay, V. (1980). *Idioms 1.* Ottawa: Supply and Services Canada. 87 pages. Book $6.95; Audiocassette $4.05.

speaking/conversation; vocabulary; illustrations; answer key; index; audiotape

One hundred-fifty common idioms are categorized and indexed by functions and themes, such as time expressions, knowing or agreeing, money matters, socializing, winning or losing. These are introduced in the context of short dialogues. Canadian French, Spanish, and non-idiomatic English equivalents appear in the exercises, and English only in the tests.

McLay, V. (1991). *Idioms 2.* Ottawa: Canada Communications Group. 73 pages. Book $8.95; Audiocassette $13.95.

speaking/conversation; vocabulary; illustrations; answer key; index; audiocassette

The purpose of this book is to introduce students to common idioms and proverbs in spoken English. The book is divided into 14 topics and all idioms arranged accordingly, in the context of short dialogues.

Mendelsohn, D., Laufer, R., & Seskus, J. (1984). *Functioning in English: Communicatively-based units for the teaching of English.* Teacher's manual. Agincourt, Ont.: Hodder & Stoughton, with Dominie Press. 82 + 47 pages. Student Book $10.95; Teacher's Book $6.95.

speaking/conversation; illustrations, maps; teacher's guide

The production of spoken English suitable for specific social situations is the focus of the functionally-organized activities in this book. Learners are given contexts in which to practice requesting and giving information and directions, interrupting, stating preferences, making suggestions and small talk, agreeing and disagreeing, describing, giving opinions, persuading, and developing an idea. Each of the 10 units offers several different learning activities, citing American and Canadian examples. The teacher's manual lists appropriate introductory comments for each unit, as well as methodology notes.

Morgan, B. (1991). *Stories from our class*. Toronto: St. Stephen's Community House and the Toronto Board of Education. 14 pages.

ESL literacy

This booklet is a collection of stories written by ESL students. The stories are grouped according to such topics as personal stories of war and biculturalism. Students express their concerns, opinions and reflections.

Naber, V. & Sévigny, S. (1993). *A grammar manual for Canadian ESL students. Vol. A*. A grammar workbook. Vol. A. 289 + 225 pages. Scarborough, Ont.: Prentice-Hall Inc. Manual $22.67; Workbook $16.00.

grammar; answer key

Each of the thirteen-unit grammar manuals contains a grammar section with short explanations and charts as well as a practice section with sentence completion exercises and open-ended communicative activities. The simple present and simple past tenses with their continuous forms are first presented. Other grammar units cover plurals, adjectives and adverbs and their comparative and superlative forms, pronouns, prepositions and

modal auxiliaries. The thirteen-unit workbook complements the grammar manual. A simple grammatical explanation is provided at the beginning of each unit followed by completion exercises and open-ended interactive activities.

Pagurek, J., & Fitzgerald, B. (& Gagné, A. (Ed.).). (1987, 1988). *Alternatives*. (1988). *More alternatives*. (1989). *Even more alternatives*. Ville LaSalle, Que.: Didier. Access Book $6.95; Process Book $3.45; Teacher Guide $20.00; Audio-cassettes $40.00 each.

general language study; speaking/conversation; series; audiocassettes; module lessons with teacher's guide and student books for each theme

The 9 modules at each level are organized by theme, offering activities at two levels of difficulty, covering aural/oral and literate skills. Modules are grouped in 3, any one of which a teacher can select for classroom study before going on to a module in the next group. Themes include: marketing strategies, life-styles, the magic of movies, remarkable people, terralune, designathon, interact, and take a stand. Self-evaluation activities are provided, as well as oral evaluations and end-of-module tests. Objectives follow the Quebec Ministry of Education guidelines for intermediate English. Sections are coded to indicate levels of difficulty, number of participants, and skill groups. Charts in the teacher's guide to each module allocate the time to be spent on each skill group, level of difficulty, objectives, text characteristics, and the guide provides procedural suggestions, answers, evaluation information, and tapescripts.

Phillips, C. (1985). *Keeping up with the Joneses: A soap opera for adult ESL students*. Toronto: OISE Press. 202 pages. Kit $42.75; Teacher's Guide $21.00.

speaking/conversation; audiocassettes

The continuing story of a young couple, their family, work and friends, provides the framework for language learning activities. Taped and transcribed conversations between 2 or 3 people begin each unit and are followed by exercises in story comprehension, grammar or communication, vocabulary, idioms, discussion, and composition. The grammar and communication exercises, vocabulary, and idioms are listed and cross-referenced by unit. There is a suggested five-day plan for using one unit in the classroom.

Pietrusiak Engkent, Lucia, & Bardy, Karen. *Take part: Speaking Canadian English*. 2nd edition. Toronto: Prentice-Hall, Canada, Inc. 130 pages. Student book $13.50 (net to schools); Instructor's Manual $22.00; Audio cassette $30.00.

speaking/conversation; index cross-referencing Culture Notes and language.

New activities promote discussion in pairs and groups; units contain a wide variety of dialogues, discussion topics, activities and assignments. Culture Notes talk about Canadian life; Language Notes expand on features of pronunciation, usage and idiom.

Porter, J. (Ed.). (1991). *New Canadian voices*. Toronto: Wall & Emerson, Inc. 298 pages. $23.95.

ESL literacy; speaking/conversation; oral & written exercises, photographs.

This book is an anthology of texts written by ESL students from various parts of the world. Main topics include adjusting to Canada, family roots, memories, and becoming a Canadian. Each topic is accompanied by exercises to develop oral and

writing skills, as well as by a set of questions to motivate group discussion.

Rampaul, Y. (1981). *Idioms in context*. Winnipeg, Manitoba: Y. Rampaul. 30 pages. Workbook $6.00; Teacher's guide $10.00.

general classroom study; exercises; illustrations; teacher's guide

This workbook of ten lessons is designed to introduce students to common idioms in various everyday contexts. Students are first introduced to four idioms through sentences which place the idioms in context. Students then apply their understanding of the idioms in follow-up fill-in-the blank exercises. The teacher's guide provides suggestions for teaching a lesson, self-tests and translations of the forty-six idioms in the booklet into Chinese, Vietnamese and Russian.

Reaburn, R. (n.d.). *They did it in Canada: Stories about people*. Vancouver: Vancouver Community College. 62 pages. $12.50.

ESL literacy; exercises; black and white illustrations

The ten stories in this workbook focus on past and present Canadians (e.g. Terry Fox, Steve Fonyo, Glenn Gloud, Timothy Eaton). Each story (approximately 2 pages) is accompanied by comprehension questions, vocabulary exercises, sentence combining and completion exercises and guided paragraph writing assignment.

Scane, J., Guy, A., & Wenstrom, L. (1991). *Think, write, share: process writing for adult ESL and basic education students*. Toronto: OISE Press. 86 pages. $15.95.

ESL literacy; illustrations; bibliography

In this book students are introduced to processes of writing compositions through a variety of topics. Chapters focus on writing activities such as 1) before you start; 2) prewriting activities; 3) the first draft and conferencing; 4) the final procedures; 5) linking skills: computers and process writing; 6) solving problems, and 7) process writing activities that work.

Sivell, J. (1991). *From near and far*. Virgil, Ont.: Full Blast Productions. 116 pages. $14.95.

ESL literacy; vocabulary; exercises; teacher guide; answer key
The book is a collection of readings and activities organized into four units, each with four stories set in different cultural and geographical contexts around the world. The stories in each unit are thematically linked, progressing in difficulty. Each story has an opening jig-saw reading activity, comprehension questions on the story and on the unit as a whole, textual and interpretative questions, and vocabulary, puzzles and activities. Instructions for all exercises and solutions to the unit puzzles are located at the end of the book. Appended to the book is an introduction to the teacher, offering suggestions on how to adapt the stories and activities and describing the theoretical foundation of the book.

Sutton, M., & Jones, C. (1984). *Read Canada!: Intermediate*. 59 pages. Sutton, M. (1985). *Read Canada!: Intermediate plus*. 87 pages. Hull, Que.: Supply and Services Canada. Intermediate $6.25; Intermediate Plus $7.00.

ESL literacy; citizenship; illustrations; charts; graphs; answer key

Passages on Canadian history, events, people, resources, literature, inventions, geography, and immigration, among others, are framed by pre-reading questions and follow-up questions, reading comprehension questions, and suggestions for further activities. Skimming, scanning, comprehension, and

critical reading skills are emphasized. Photos, drawings, charts, graphs, and maps provide visual support for the written texts.

Tappay, R., & Weber, K. (1985). *Math counts*, 190 pages. & (1986). *More math counts*, 187 pages. Toronto: Globe/Modern Curriculum Press. $9.45.

life skills; illustrations; answer key; chart; index

The 80 two-page units on math skills in these two books each begin with a cartoon to illustrate the focus of the lesson, then include exercises to put the math problem into a real-life context. Each unit in the first book ends with a list of jobs that rely on the type of math skill practiced. Each unit in the second book ends with a list of tasks at home and on the job that require the particular math skill. Both books have a section on calculator basics and a review.

Teophil, V. (1983). *Idiomatic English*, rev. ed. Montreal: Centre Educatif et Culturel Inc. 113 pages. $12.75.

speaking/conversation; vocabulary; illustrations; index

Idioms are introduced in the context of comic strips. The 47 chapters focus on different situations; related idioms are grouped and explained, and include notes on grammatical structures. Comprehension exercises follow, featuring discussion questions, sentence completions, and ideas for projects and assignments. The last chapter reviews idioms using "make", "do", "get", "have", and "take", introducing new meanings and cross-referencing expressions that had been introduced in previous lessons.

Toronto Board of Education. (1991). *The healthy eating kit*. Toronto: Toronto Board of Education. 115 pages. $15.00.

Life skills; exercises; visuals; teacher's notes

The kit is divided into two sections. The first deals with six content areas concerning the importance of eating healthy and the foods necessary to become and stay healthy. Visuals, factual information for the instructor, suggested activities for classroom use and worksheets are included. The second section contains lesson plans, requiring learners to use the information covered in the first section. Activities, classroom worksheets, teacher's notes and background material are also provided.

Toronto Board of Education. (1987). *Past...present...future...: A collection of writings by adults learning English as a second language*. Toronto: Toronto Board of Education. 37 pages. $12.00.

life skills; ESL literacy; regional; illustrations

Adult students of Spanish heritage wrote stories about their lives before coming to Canada and at the present time, and about their hopes for the future. Various levels of English proficiency are represented in the writing. Discussion questions follow almost all of the stories; language- and skill-related questions are also included.

ALL 3 LINC LEVELS

Acosta, J. (1981-present). *The westcoast reader.* Langley, B.C.: B.C. Ministry of Advanced Education/Capilano College. Free.

ESL literacy; life skills and community resources; citizenship; regional; illustrations

For adult learners in B.C., this monthly newspaper features brief, simplified versions of major news stories, descriptions of social or government services, and stories of popular interest. Material is presented in large print; accompanied by photos, point-form summaries, and illustrations; and graded for language (beginner or intermediate) proficiency.

Acosta, J. (1987). *Coast-to-coast reader.* Vancouver: Douglas & McIntyre. 63 pages. $9.95.

ESL literacy; illustrations

Fifty-two one-page articles about Canadians, Canada, and daily life in Canada are illustrated with pictures and drawings. Straightforward language conveys information about a variety of people, concepts, situations, and places.

Alberta Advanced Education. (n.d.). *English express.* Newspaper & teacher's notes. Edmonton: Alberta Advanced Education. Free.

ESL literacy; culture; illustrations

The teacher's notes accompanying this monthly newspaper for adult ESL learners provide activities and further information

about the content of the paper. The newspaper has four printed pages, and sometimes inserts on topics of special interest. Black-and-white photographs, illustrations, and syndicated cartoons supplemented the articles, which are graded for linguistic difficulty. Regular features are "Healthline" and a crossword puzzle.

Anderson, S. & Sorensen, M. (1981). *Writing Canadian English: Beginning*, Teacher's handbook & Student workbook. Calgary: Detselig. 60 + 100 pages. Anderson, S., & Roth, K. (1983). *Writing Canadian English: Intermediate*, Teacher's handbook, & Student workbooks. Calgary: Detselig. 102 + 72 + 100 pages. Beginning Teacher's Handbook $5.95; Student Workbook $8.95; Intermediate Teacher's Handbook and Student Workbook $8.95.

ESL literacy; citizenship; life skills; teacher's manual; workbooks; illustrations

Writing activities are organized to focus on grammar points, which are explained in the teacher's handbook. In each of the beginning level units, short answer and sentence manipulation exercises are followed by model compositions on Canadian topics; free compositions based on the model are also assigned. The student's workbook has space for writing answers to exercise questions and final drafts of compositions. Crossword puzzles and games are included in some units. At the intermediate level, one teacher's handbook and student workbooks (at two levels of difficulty) continue the writing practice introduced in the beginner text. Grammar points are illustrated in the context of topics, such as banking, health, taxes, or citizenship. There are exercises in sentence completion, short answer, and paragraph writing. Oral drills are provided in the teacher's handbook, and supplemental activities focus on discussion.

Au, G., Vien, D., Quan, B., Chen, T., Chuit, T., Chan, K., & Chang, W., (& McGee, D. (Ed.).). (1982). *A new life in Canada*. Vancouver: Vancouver Community College and Vancouver Public Library. 23 pages. $3.50.

ESL literacy; life skills; illustrations

Beginning students of ESL wrote about their own lives in Canada in this beginning reader, documenting experiences such as losing a purse and learning to drive, as well as family activities, work skills, and education. Large type and photographs are featured.

Avery, P. and Ehrlich, S. (Eds.). (1987). *The teaching of pronunciation: An introduction for teachers of English as a second language*. Special issue of *TESL Talk, 17*. Toronto: Ontario Ministry of Citizenship. 184 pages. $3.50.

teacher reference; speaking/conversation; annotated bibliography

An introduction to the theory and teaching of pronunciation, this volume includes 10 original articles which describe the English sound system and common pronunciation problems of ESL learners of various language groups, offering practical advice for teachers to help students. Phonetic transcriptions describe Canadian English.

Avery, P., & Ehrlich, S. (1992). *Teaching American English pronunciation*. Oxford: Oxford University Press. 254 pages. $29.50.

teacher reference; annotated bibliography

Intended as both a teacher textbook and reference, this three part book provides a comprehensive introduction to teaching the

pronunciation of North American English. Part One introduces the sound system of English. It contains useful diagrams indicating the places of articulation for the various speech sounds of English. In Part Two, specific pronunciation problems of 14 language groups are identified and suggestions for correction are offered. Part Three covers a range of practical issues from teaching techniques and classroom exercises to syllabus design.

Barndt, D., Belfiore, M., & Handscombe, J. (1985, video 1988). *English at work: A tool kit for teachers.* North York, Ont.: CORE Foundation. $225.00.

teacher reference; English for work; life skills; audiotape; photographs; 30 cartoon cards; sample student history book; photo-poster; videocassette tutorial; plastic folder

Language activities in this multi-media teacher's module are based on the daily working lives of immigrants in urban Canada. The teacher is described as a participant researcher who reacts to the students' experiences and needs in designing an appropriate curriculum. The content of the five units (histories of immigrant workers, industrial and service sector jobs, work relationships, working conditions, and home and community life) are applicable to a variety of workplaces. The teacher's manual encourages progressive development of curricula, emphasizing activities like listing work-related activities and equipment, charting communication flow maps, outlining job tasks, comparing jobs in Canada and their homelands, and mapping the local neighbourhood. Student worksheets for these activities are included. The video is an introduction to the "tool kit".

Barndt, D., Cristall, F., & Marino, D. (1982). *Getting there: Producing photostories with immigrant women.* Toronto: Between the Lines. 110 pages. $10.95.

ESL literacy; teacher & adult student guides; illustrations; poster insert

This teacher resource book shows how and why photostories can be produced to foster language and literacy learning. Seven chapters introduce 4 kinds of material: 2 essays focusing on employment and advertising as contexts for the photostories, an explanation of the production of photostories, 2 examples of photostories, and a discussion section with suggested activities. "Collective" learning is emphasized, with students directing much of the process.

Bates, S. (1990). *Amazing! Canadian newspaper stories.* Instructor's manual and Student's book. 201 + 178 pages. Scarborough: Prentice-Hall Canada Inc. Student's book $17.00.; Instructor's manual $32.67.

ESL literacy; general language study; newspaper stories; illustrations; quiz and answer keys.

This reading/language textbook focuses on developing reading skills, but listening, speaking and writing activities are incorporated into each of the twelve chapters. Twelve newspaper stories from across Canada are featured, teaching students about the country and Canadian culture. The original stories in the Instructor's manual have been rewritten in the Student's book to accommodate the learners' proficiency level. The Instructor's manual includes supplementary materials to help teachers adapt the stories to the particular needs of their students. Answers to the quiz questions are found in the Teacher's and Student's book.

Bates, S. (1993). *Amazing! Interviews and conversations*. Instructor's manual and Student's book. 290 + 130 pages. Scarborough, Ont.: Prentice-Hall Canada Inc. Student's book $18.00; Instructor's manual $40.00; audiocassettes (4) $93.27.

speaking/conversation; citizenship; illustrations; answer key

A companion text to *Amazing! Canadian newspaper stories*, this book contains interview topics related to the newspaper stories contained in the earlier text. Each of the fourteen chapters is organized into three sections. In Section 1, facts on Canadian culture are presented followed by authentic interviews with Canadians and a speaking activity designed to generate intercultural discussion. The second section features an audiotaped interview or conversation about a newspaper story with accompanying illustrations. Included in the last section are audiotaped conversations and follow-up speaking activities. The Instructor's manual contains transcripts of the interviews and conversations, instructor's notes, supplementary materials and an answer key.

Bell, J. (1988). *Teaching multilevel classes in ESL*. San Diego: Dormac. 165 pages. $18.50.

teacher reference; illustrations; sample lessons & exercises; bibliography

Bell discusses a wide range of practical pedagogical considerations in teaching classes of adult students with different levels of ESL proficiency. The book suggests techniques appropriate for curriculum planning, classroom instruction, and student activities in this situation. Bell first identifies unique factors in multilevel classrooms. She then describes, in case-study fashion, a typical teacher's course planning; numerous methods for student assessment; and diverse ways to organize whole class, group, individual, and self-access learning tasks.

A sample lesson sequence closes the book, along with a brief annotated bibliography to guide further reading.

Bell, J. (Ed.). (1990). *ESL literacy*. Special Issue of *TESL Talk*, *20*(1). Toronto: Ontario Ministry of Citizenship. 340 pages. $5.00.

teacher reference; ESL literacy; bibliographies

An authoritative collection of articles on the theory and pedagogical practices of adult ESL literacy education, this volume covers various issues and themes of relevance to teachers, curriculum organizers, and educators. The first two sections of the book feature 17 chapters by Canadian and international researchers defining educational and theoretical issues central to learning and teaching literacy to adults in a second language. The second section includes 16 chapters about specific teaching approaches, materials, and classroom tips. The final two sections consider student assessment and curriculum planning.

Bell, J., & Burnaby, G. (1984). *A handbook for ESL literacy*. Toronto: OISE Press, Hodder & Stoughton. 140 pages. $13.95.

teacher reference; ESL literacy; sample materials; illustrations; bibliographies; appendices

This book orients teachers to issues, instructional approaches, and materials relevant to literacy learning and development among adult ESL students. After considering the situations and unique learning needs of these students, the book details principles for course organization, the teaching of pre-literacy skills, initial reading and writing lessons, multi-level groups, and student assessment. A variety of teaching practices, lesson

sequences, and visual materials are described. Appendices cite common syllable patterns and frequent words in English.

Berish, L., & Thibaudeau, S. (1992). *Canadian concepts 1.* Teacher's Manual, Activity Book. 134 + 163 pages. *Canadian concepts 2.* Teacher's Manual, Activity Book. 140 + 166 pages. *Canadian concepts 2.* Teacher's Manual, Activity Book. 159 + 159 pages. *Canadian concepts 3.* Teacher's Manual, Activity Book. 166 + 155. *Canadian concepts 4.* Teacher's Manual, Activity Book. 155 + 150. Scarborough, Ont.: Prentice-Hall Canada Inc. Teacher's Manual $30.00; Student Workbook $15.00; Audiocassettes $30.00

general language study; life skills; series; grammar; audiocassettes; videocassettes

Each book in the series has its own Teacher's Manual that includes instructions, suggestions, answers, tapescripts, dictation and pronunciation exercises and student worksheets. Each activity book includes pre-activities, core activities, review and recycle activities and real-life application activities. Student workbooks are organized by life skills which help integrate students into the Canadian community. Themes are recycled with increasing complexity. All skills, along with supplementary grammar is integrated into each unit. A video program is introduced into *Canadian concepts 4.* Three videos (Farming, The Four Seasons: Spring and Families of the world: Mexico) can be obtained from the National Geographic Society in Mississauga, Ontario. The titles of the videos match the headings of the activities.

Brock, P., Houghton, W., Hlodan, O., & White, O. (1976). *Module: English as a second language*, Book 1, modules 1, 2, 3. 157 pages. (1979). Workbook 1, modules 1, 2, 3. 97 pages. (1976). Book 4, modules 10, 11, 12. 175 pages. Workbook 4, modules 10, 11, 12. 80 pages. (1979). Book 7, modules 19, 20, 21. 70 pages. (1980). Workbook 7, modules 19, 20, 21. 166 pages. Montreal: Les Editions des Ateliers, Inc., Centre Educatif et Culturel Inc. Book 1, 2, 3 $13.95; Book 4 $14.15; Workbook 1-6 $6.75; Workbook 7 $8.10; Cassettes $309.75.

general language study; series; regional; text and workbook; illustrations; audiocassettes; tests

The texts and workbooks in this series focus on reading, writing, and speaking, including intermediate and terminal objectives for these three skills in each module. Earlier modules emphasize speaking skills. Workbooks have reading texts, written exercises, diagnostic tests, and correction keys. Recorded material has dialogue, expansion drills, conversations, words and expressions, pronunciation examples, reading aloud, and tests. Some of the books have bilingual instructions (French and English), designed for English courses in Quebec. Modules begin with a presentation and continue with a dialogue, sentence building, expansion drills, and other language-oriented tasks, organized by grammar points.

Burnaby, B. & Cumming, A. (Eds.). (1992). *Socio-political aspects of ESL in Canada*. Toronto: OISE Press. 334 pages. $36.50.

teacher reference; ESL literacy; citizenship; bibliographies

The 21 chapters in this book address various policy, curriculum, theoretical, and pedagogical issues related to socio-political

concerns in ESL education in Canada. Research studies focus on national surveys, case studies of particular learner groups or educational settings, demographic data, or recurring problems in educational programs such as participation by immigrant women, literacy, coordination of services, testing, or appropriate program supports.

Butovsky, L., & Podoliak, E. (1984, 1985). *Welcome to Canadian English: A basic handbook for students living in Ontario, Part 1, & 2.* 132 + 274 pages. (1985). *A Teacher's guide: Welcome to Canadian English, Part 1 and part 2.* 46 pages. Toronto: Ontario Ministry of Citizenship. Student Book $3.00; Teacher's Guide $3.00.

general language study; life skills and community resources; regional; teacher's guide; illustrations; answer key

The units in the two parts of the student's book are organized by themes, which feature the same characters in a variety of everyday situations. Grammar is isolated from the communicative practice of the skill-based activities, many of which are appropriate for non-literate students. Sections of useful information about medical care, human rights, employment standards, and other social issues extend each theme for more advanced students. An appendix of irregular verbs is included. The teacher's guide is organized by the different activity headings in the student book, and includes a summary of the purpose of each type of activity, teaching suggestions, briefly annotated references, and a list of contents in the student book. The material is designed for recent immigrants to Ontario.

Butovsky, L., & Creatore, C. (1988, 1989). *Classics in photostories series*, (1988). *The gift of the Magi.* 58 pages. (1988). *The doorman.* 71 pages. (1989). *Jealousy.* 65 pages. San Diego, California: Dormac Inc. Price: Booklets $9.95; audiocassette $24.95.

general language study; series; photographs; audiocassettes

Classics in photostories is a series in which each book presents a dramatization of a story through photographs and simplified language. Audiocassettes available for each book provide natural language in dialogue, narrative and discussion form and listening activities. Each book contains a story along with photographs and comprehension, vocabulary, speaking, listening and discussion activities. Also included is a grammar section and a section consisting of language games, puzzles and other activities related to the story. An answer key and tapescript accompany each book.

Cameron, J., & Derwing, T. (1991). *The Environment and you.* 114 pages. *Who cares about the environment?* 106 pages. Calgary. Alberta: Detselig Enterprises Ltd. $9.95.

ESL literacy; workbooks; teacher's guide

These two workbooks form self-contained units on environmental issues. Each workbook contains suggestions for supplementary activities and materials for the teacher, prereading questions and vocabulary, reading on an environmental theme, comprehension and discussion questions and classroom interactive pair and group activities. References are included.

Canadian Public Health Association. (1990). *Learning about AIDS program.* Ottawa, Ont.: Canadian Public Health Association. Free.

Teacher reference; life skills; student booklet; teacher's guide; posters; pamphlets

The AIDS awareness programme includes pamphlets, booklets, a student booklet and teacher's guide and a guide for parents on

talking with their children about AIDS. Although the student booklet and teacher's guide are geared to children, they provide background information for both teachers and students. The guide for parents provides basic information about AIDS and contains suggestions on how to discuss these facts with their children.

Carver, T., Fontinos, S., & Cooper, C. (1993). *A Canadian conversation book* Book 1. Scarborough, Ontario: Prentice-Hall Canada Inc. 166 pages. $14.00.

speaking/conversation; vocabulary; illustrations; maps; photographs; appendix

This book contains six conversation units organized by theme and introduces vocabulary at a basic level needed for everyday conversation. Each unit contains questions, illustrations, and pictures to motivate oral production. The appendix introduces students to the Roman alphabet and contains maps of the world and a short selection of Canadian songs.

Central Newfoundland Regional College of Applied Arts, Technology and Continuing Education. *First time readers*. Grand Falls-Windsor, N.F.: Central Newfoundland Regional College of Applied Arts, Technology and Continuing Education. Free within Newfoundland.

ESL literacy; citizenship, life skills; regional; newspaper; photographs; illustrations

Published monthly, *First time readers* contains articles on issues relevant to Newfoundland and Canada. As the intended audience is people wanting to improve their reading skills, stories are written in plain English for easy reading. The newspaper covers such topics as sports, parenting, employment, health care, government, Canadian holidays and customs, and housing.

Charon, M. (1989). *Worlds apart: New immigrant voices.* Winnipeg: Cormorant Books. 428 pages. $37.95.

Teacher reference; anti-racist education

Immigrants tell their stories about the difficulties of settlement and integration in Canada through interviews, short stories, poems, reflections and personal histories. The book provides a source of information to help teachers understand the experiences of the newly arrived individuals to Canada.

Chin, F., & Bowers, B., (Eds.), & Creary, M. (exercises). (1980). *Stories for advanced beginners: A reader and textbook for the adult English language student.* 155 pages. Chin, F. (Ed.) (& Dragman, J., & Chin, F., (exercises)). (1988). *Stories for advanced beginners, Book 2: A reader and workbook for adult English as a second language students.* 179 pages. Vancouver: Vancouver Community College. $10.00.

ESL literacy; vocabulary; general language study; regional; illustrations

Short reading passages on a variety of daily activities are followed by new vocabulary lists, questions for reading comprehension, and exercises focusing on word use, meaning, and syntax. *Book 2* adds pre-reading activities based on illustrations, vocabulary lists, and questions for discussion. Canadian content is emphasized in brief reading passages, focusing on locations in B.C. Exercises that follow the reading passages focus on comprehension, sentence completion, grammar, word meaning and use, and short writing assignments.

Clandfield, S. (1990). *All ears: A guide to listening kits for ESL instructors*. Toronto: Toronto Board of Education. 60 pages. $10.00.

teacher reference; bibliography

This four-part catalogue provides bibliographic information and a detailed description of the characteristics and content of listening kits produced in Canada, Great Britain and the United States. The characteristics listed include level of difficulty, linguistic approach, skills focussed on, gender variation of voices, cultural/racial bias, Canadian content, accents, registers and the nature of the taped material.

Clark, C., & Pitton, C., (illus. by Kluthe, K.). (n.d.). *Card games for infinite language*. Vancouver, B.C.: Canada Language Centre. $14.00.

speaking/conversation; games; illustrations

Twelve card games focus on functions of language such as requesting, borrowing, offering, inviting, and on situations such as finding a place to live, hobbies, and everyday activities. Three decks of illustrated cards are included in each package, allowing up to 15 students to participate. Rules are similar to "Go Fish", in which students match pairs by engaging fellow players in a brief dialogue based on the illustration. Teacher's notes give information about the language focus, abbreviations on the cards, and variations for difficulty. Each game takes about 15 minutes.

Cohen, K., & Desmet, P. (1989). *Links: A new language, a new country*. Scarborough, Ont.: Prentice-Hall Canada. 223 pages. Workbook $10.97; Cassettes $15.25.

general language study; teachers' guide; audiocassettes;

photographs; exercises

Emphasizing a communicative approach to language learning for recent arrivals in Canada, *Links* offers exercises based on continuous stories about six main characters. Stories focus on adult students, personal information, family trees, exchanging news, weekend plans, and class get-togethers. Each of ten units includes reading, writing, listening, and speaking exercises which can be adapted to varied learning styles and proficiency levels. Idioms, personal letters, discussions, comprehension questions, listening for specific information and tenses, and guided conversations are featured in the exercises.

Crean, M. (Ed.). (1989). *ESL and citizenship*, Special issue of *TESL talk, 19*(1). Toronto: Ontario Ministry of Citizenship. 158 pages. $4.00.

teacher reference; citizenship; figures; photographs

The 18 brief papers prepared for this volume discuss ESL teaching for Canadian citizenship. Issues include appropriate and exemplary instructional materials; the politics and philosophy of citizenship; students' learning goals; curriculum content and organization; government and community policy; teachers' roles; intercultural and bilingual factors; teacher training; literacy; and legal perspectives.

Crean, M., & Unda, J. (1987). *Citizenship ESL/literacy materials: Unit 1 Applying for citizenship*. 51 pages. *Unit 2 Geography*. 49 pages. *Unit 3 Government*. 77 pages. *Unit 4 Becoming a citizen*. 62 pages. Unda, J. (1988). Teacher's guide. 48 pages. Toronto: Ontario Ministry of Citizenship. 4 Units $2.50; Teacher's Guide $1.50.

citizenship; ESL literacy; regional; teacher's guide; illustrations; audiocassettes; appendices

Information and exercises in these 4 booklets prepare students for citizenship hearings in Ontario. Language activities aim for developing literacy skills, beginning with students' oral proficiency, then reading and writing skills. Pair and group activities focus on speaking/listening, interpreting graphics, and language experience writing. Authentic materials, such as letters, notices, and forms used in citizenship procedures, are reproduced in the students' workbooks. The teacher's guide includes notes for each of the units, background information on ESL/literacy courses, suggestions for program planning, and methods of teaching each type of activity. Appendices list citizenship requirements, resources, and contents of each unit.

Cunningham, H., & Rabinowitz, M. (n.d.) *Citizenship: An English as a second language workbook for beginners*. Community Survival Skills Series. Vancouver: Vancouver Community College. 83 pages. $7.50.

citizenship; life skills; regional; illustrations

Steps from the application to the oath of citizenship are outlined. Explanations focus on information new Canadians are expected to know about the political and economic characteristics of the regions and provinces, and the federal, provincial, and municipal systems of government. Specific questions about British Columbia are included.

Cunningham, H., Rabinowitz, M., & Yee, S. (& Watson, R. (Ed.).). (1983). *Your home: An English as a second language workbook for beginners*. Vancouver: Vancouver Community College. 38 pages. $3.25.

life skills; vocabulary; illustrations

This workbook, initially developed to accompany television broadcasts, was revised for independent use. Exercises (short answer, word, and sentence-completion), dialogues, and vocabulary focus on the home.

Danesi, M. (1985). *A Guide to puzzles and games in second language pedagogy*, Language and Literacy Series. Toronto: OISE Press. 56 pages. $7.00.

teacher reference; bibliography; illustrations

The use of 3 types of puzzles for language teaching are described: discrete-point, which promote practice of specific language points; global, which allow practice of overall language; and interactional, which involve more than one learner. Along with instructional objectives, techniques for constructing model puzzles and games are given. Multilingual examples are featured.

Davis, S., (Ed.). (1988). *Partners at school: A handbook on how to involve Indian and Metis parents in school activities*. Regina: Saskatchewan Education. 44 pages. $1.00.

teacher reference; anti-racist education; native education; illustrations; bibliography

This book is centered around parent teacher communication. Its four major chapters include 1) race, education and you; 2)

parental involvement: some questions and answers; 3) what to do when parents become involved; and 4) policy-making and parental involvement.

De Franceschi, M. (1982). *Stories about real people...Part one: Another land - another laugh, "Stories only" edition.* 40 pages. *A graded reader for students of English with exercises for conversation and study.* 149 pages. (1986). *Stories about real people...Part two: 'A new environment: change and adjustment'.* 64 pages. Windsor, Ont.: Mardan. Part 1 Stories $7.50; Part 1 Stories and Exercises $13.75; Part 2 Stories $5.95.

ESL literacy; illustrations

Stories in these books are based on real-life situations, often embarrassing or humorous, without reference to any specific language or cultural group. *Part One*'s stories focus on incidents caused by misunderstanding the social rules or the language of an English speaking culture. In *Part Two* the stories centre more on cross-cultural confusions. The stories are followed by discussion questions and preceded by illustrations. Vocabulary and sentence structure exercises accompany the second edition of *Part One*.

Dragman, J. (1983). *Orientation to Vancouver.* Vancouver: Vancouver Comunity College. 117 pages. $6.00.

life skills; illustrations; teacher guide; regional

This orientation guide focusses on pre-literacy skills (especially addresses), tourist sites in Vancouver and China town (with maps), and asking for, giving, and following directions. Student worksheets and instructor notes are included. Most materials must be gathered by the instructor, using brochures, pamphlets, or tape recordings.

Dragman, J., & Hinkle, A. (1985). *Airport customs and immigration*. Community Survival Skills Series. Vancouver: Vancouver Community College. 80 pages. $7.50.

teacher guide; speaking and listening skills; illustrations

Activities in this teacher resource book are designed for adult students who are landed immigrants in Canada: to familiarize them with Canadian custom regulations, with a special section on crossing the Canada-U.S. border by bus or car. Activity materials include flashcards, picture stories, and exercises. Dialogue scripts may be taped for classroom use.

Dragman, J. (1983). *Using the health department: Health department services, child health centre, dental clinic home care*. Community Survival Skills Series. Vancouver: Vancouver Community College. 104 pages. $5.00.

life skills and community resources; regional; illustrations

Information and activities in this book concern Vancouver area health services. Dialogues, comprehension questions, picture stories, flash cards, and extension activities are included, and brief instructor notes appear throughout. The content is divided into Health department services, Home care, Child health centre, and Dental clinic.

Elrick, T. (1981). (rev. ed. 1991). *Forms in your life: A student workbook and guide to everyday forms*. Toronto: Globe/Modern Curriculum Press. 92 pages. $10.85.

ESL literacy; blank forms

A wide variety of commonly used forms are reproduced along with vocabulary explanations and "hints and helps". Examples

include banking forms (including deposits, withdrawals, and mortgage and loan applications), as well as application forms (for S.I.N., jobs, union membership, driver's licence, insurance, and credit cards). Special vocabulary and "hints and helps" are listed before each form. A list of abbreviations and a printing chart are included, and a record card is provided on the back cover. In some cases instructions are directed to school-age learners, but the content is generally suitable for adult learners. Some forms, such as the 1980 income tax return, may be dated.

Elson, N. (Ed.). (1983). *Teaching English to adults: Methodology*. Special issue of *TESL talk, 14*(1 & 2). Toronto: Ontario Ministry of Citizenship. 249 pages. $5.00.

teacher reference; annotated bibliography

Twelve chapters focus on characteristics of teaching and adults' learning of ESL, the teaching of specific language skills, and materials development. Each chapter is preceded by questions that introduce ideas to be considered in teacher education or initial preparation courses. A list of related readings for each chapter is included.

Employment and Immigration Canada. (1989). *How to find a job in today's market*. Ottawa. Hull: Employment and Immigration Canada. 52 pages. Free.

life skills; English for work; questionnaires; samples of letters, memos

The booklet provides information and strategies on how to find a job in both English and French. It is designed as a self-help booklet in which the reader is guided by questions and notes. Answers and suggestions are offered. In addition samples of cover letters, resumes, introductory letters to ads, and what to say on the telephone are provided.

Employment and Immigration Canada. (1991). *Canada: A Source book*. 361 pages. *A Newcomer's guide to Canada*. 85 pages. *Working with newcomers*. 159 pages. *Getting started in Canada*. 12 pages. Ottawa: Employment and Immigration Canada. Free.

life skills; citizenship; teacher and student guide

The series consists of four documents that are designed to help immigrants learn about Canada as they learn one of Canada's official languages and as they adapt to, settle, and integrate into Canadian society. *Canada: A Source book* and *Working with newcomers* are informational resources for second language teachers, immigrant settlement workers and others who assist immigrants in their settlement and integration. These publications, which have the hierarchy of needs as their organizing principle, cover topics ranging from basic survival needs to personal aspirations.

Canada: A Source book is a syllabus designed to assist second-language teachers plan the content of their LINC classes and to assist settlement workers plan orientation and information sessions. Information is presented in a Question and Answer format from the point of view of the immigrant. Each section is introduced by a question that invites immigrants to talk about customs in their source country and to learn about customs in Canada, thereby involving them in using the language and concepts being learned to express what is familiar to them. This publication also contains information about immigration, Canadian history, geography, culture, family structures, education, employment, religion, laws and the legal system, banking, transportation, multiculturalism and citizenship.

Working with newcomers presents a conceptual framework for people who offer orientation, information and services to

newcomers. It is designed to provide an appreciation of the immigrant experience and suggests how Canadians can help newcomers during their adaptation, settlement and integration. Information is provided from a national focus related to the commonalities that Canadians share regardless of where they live in Canada. It is designed to be supplemented by community, municipal and provincial information sources.

A Newcomer's guide to Canada and *Getting started in Canada* offer information to newcomers. They are designed to help newcomers learn about Canada and the commonalities that Canadians share and cover, in condensed format, the same topics as those addressed in *Canada: A Source book.*

Froese, M. (1983, rev. ed. of Yildiz, N. (1981)). *Exploring downtown Vancouver contact: Teacher's guide* (rev.ed.). Vancouver: Vancouver Community College. 123 pages. $9.00.

life skills and community resources; speaking/conversation; regional; illustrations; maps

Designed to provide ESL students visiting Canada with contact with native speakers in natural language learning experiences outside the classroom, this program prepares students for reaching destinations in downtown Vancouver. In-class work on grids and mazes, tape-recordings of conversations, and feed-back sessions are some of the ways that language is analyzed or practised. The guide includes students' notes (some in Japanese), as well as descriptions of classroom and field trip activities.

Giacomelli, E. (1981). *Guided writing for ESL learners: Unit 1 (rev. ed.).* 29 pages. (1980). *Guided writing for ESL learners: Unit 2.* 38 pages. Vancouver: Vancouver Community College. $2.50.

ESL literacy; grammar; illustrations

The first unit focuses on developing adjective, time, and "because" clauses through answers to wh- questions about picture stories. Pre-writing activities are emphasized to integrate spoken understanding of syntax, structure, and vocabulary with written work. The second unit is designed to stimulate free composition. Sentence-level exercises focusing on wh- questions begin the unit; three guided composition "packages" follow emphasizing grammar points and sentence-combining.

Gillett, J., & Goodfellow, G. (1990). *The Canadian Oxford intermediate atlas. The Canadian Oxford intermediate atlas activity book*. 48 pages. Don Mills, Ontario: Oxford University Press. Atlas $20.00; Activity Workbook $10.00.

ESL literacy; life skills; maps; scales; exercises

The activity book is designed to be used with the atlas. Questions and exercises on each map help students develop skills needed to understand and interpret various types of maps. Scales, graphs, lines of latitude and longitude, the compass, colours, symbols and climate are some of the many topics covered. Canada, along with other regions in the world, is focussed on. Fifteen reproducible outline maps appear at the back of the activity book.

Heffernan, H. (1991). *Garbage crisis: Environmental issues for adult ESL learners*. Toronto: Toronto Board of Education. 59 pages. $15.00.

Life skills and community resources; vocabulary; exercises; illustrations; pamphlets

This five-unit module designed for intermediate students addresses four questions about household garbage in Toronto: what it consists of, where it goes, where it comes from and what is being done to reduce, reuse and recycle. Each unit begins with questions for discussion, followed by a variety of vocabulary, language and problem-solving activities, along with activities for outside classroom work. The module includes pamphlets containing information on the environment and a list of places to obtain further environmental information in Ontario.

Hinkle, A. (1983). *Applying for unemployment insurance: Using human resources*. Community Survival Skills Series. Vancouver: Vancouver Community College. 66 pages. $7.50.

ESL literacy; life skills and community resources; illustrations

The vocabulary and forms associated with job loss, and UI and GAIN applications are introduced. Notes for instructors highlight relevant information, procedures, and teaching techniques. Reproductions of real forms are included. Picture stories and other activities are designed for two levels of beginners.

House, J. (1983). *Using the telephone for emergencies: Reporting a medical emergency, reporting a crime, reporting a fire*. Community Survival Skills Series. Vancouver: Vancouver Community College. 77 pages. $7.50.

life skills and community resources; regional; illustrations

Separate sections include information and exercises on reporting medical emergencies, crimes, and fires. These are prefaced by a basic dialogue for telephone use in an emergency (911 and a request for a translator). Flashcards, dialogues, comprehension questions, situations, picture stories, and brief instructor notes are included.

House, J. (1986). *Banking: An ESL workbook*. Community Survival Skills Series. Vancouver: Vancouver Community College. 74 pages. $7.50.

life skills and community resources; vocabulary; illustrations

Sections describe the layout of facilities in a bank, opening a new bank account, savings accounts, chequing accounts, using a bank machine, and applying for a loan. New vocabulary is introduced through picture stories, dialogues, and short reading passages. Black and white photographs and reproductions of forms are included.

House, J., & Rabinowitz, M. (1986). *Post office*. Community Survival Skills Series. Vancouver: Vancouver Community College. 72 pages. $7.50.

life skills and community resources; vocabulary; illustrations

Sections describe the layout of facilities in a post office, mailing letters and parcels, and other postal services, with exercises on specific aspects of each such as addressing envelopes, registering mail, and arranging delivery notices, change of address, and money orders. Vocabulary used in these situations is introduced by picture stories, dialogues, and short reading passages. Reproductions of forms are included.

Hynes, M. & Baichman, M. (1989). *Breaking the ice: Basic communication strategies*. White Plains, N.Y.: Longman. 90 pages. Book/Cassette $43.50.

speaking/conversation; audiocassettes; exercises; illustrations; charts

Fourteen units help students develop listening, speaking, and conversation management strategies in situations such as small talk, asking for explanations, or expressing preferences. Units include discussion, pre-listening, listening comprehension, and guided conversation tasks, emphasizing meaningful, functional interactions.

Jibodh, C., Johnson, T., May, C., & Smith, D. (1983). *ESL resource book: Upper beginner's level*. 173 pages. (n.d.). *ESL resource book: Lower beginner level*. 143 pages. Jibodh, C., Allen, C., & Kennedy, P. (1985). *ESL resource book: Grammar: Pre-intermediate-lower intermediate level* (rev. ed.). 132 pages. Jibodh, C., & Allen, C. (1987). *ESL resource book: Grammar: Upper intermediate level* (rev. ed.). 153 pages. Vancouver: Vancouver Community College. $14.95.

general language study; grammar; series; illustrations; answer keys

These resource books are for teacher and student use. The beginner level books are organized by skill, and sub-divided by themes, such as consumer affairs (for communicative skills) and special days (for reading skills). The content guide cross-references grammar activities to the theme-related activities. In the intermediate level books, grammar exercises are prefaced by notes on form and use. Contents include present perfect, modals, infinitives of purpose, adverb clauses, and adjective clauses among others, in the first book, and past perfect, passive voice, wish/hope, gerunds and infinitives, and noun clauses,

among others, in the second book. Answer keys are published separately.

Johnson, M. (1982 rev. ed.). *Foundation for literacy: Part one.* (1978 rev. ed.). *Part two.* 56 + 48 pages. Price: $4.95. (1977 rev. ed.). *Building the foundation: A basic literacy course,* The instructor's handbook. 21 pages. Winnipeg: Clarity Books. $4.95.

ESL literacy; vocabulary; tests

The teacher's manual explains spelling instruction, focussing on either sound or orthographic patterns, along with teaching sound combinations, silent letters, and irregular consonants to more proficient students. The student's books include sentence completion and pronunciation exercises, and lists of words organized by common sounds.

Kehoe, J. (1984). *A handbook for enhancing the multicultural climate of the school.* Vancouver: Western Education Development Group, University of British Columbia. 93 pages. $16.95.

teacher reference; anti-racist education; charts; illustra-tions; appendices

This practically-oriented handbook sensitizes teachers and others working in education to cross-cultural issues such as racism, values and practices of specific cultural groups, and biases in educational materials or tests. Various questionnaires, checklists, and recording instruments are provided to assess multicultural needs, provide for equality of opportunity, and develop appropriate curricula or attitudes in schools and communities. A conceptual framework is outlined to remediate students' prejudiced thinking.

Klassen, C., & Robinson, J. (1992). *An approach to ESL literacy assessment*. New Westminster, B.C.: Douglas College. 37 pages. Price not available.

teacher reference; ESL literacy; assessment; bibliography

This document outlines an approach to ESL literacy assessment using the interview as an assessment tool. Following the introduction which outlines the assessment purpose and rationale, the authors provide suggestions for implementing the approach. A chart of the assessment process is presented with each component described in step-by-step fashion. Probing techniques are offered for helping learners and assessors identify needs/goals, perceptions, abilities and strategies, and to develop learning priorities. Four appendices provide assessors with lists of topics to discuss, life goal areas, suggested materials to gather and specific skills to focus on. The fifth appendix includes a chart to record information.

Lee, E. (1985). *Letters to Marcia*. Toronto, Ont.: Cross Cultural Communication Centre. 71 pages. $11.95.

teacher reference; anti-racist education; illustrations

This is a teacher's guide to anti-racist education. The four chapters each contain four sections which focus on describing anti-racist education, the school and community, the curriculum and student services. Chapters include letters, staff development notes and activities, classroom activities and resources.

Liebman, D. (1987). *Canadian dictionary for English learners*. Don Mills, Ontario: Addison-Wesley Publishers. 360 pages. $10.30.

vocabulary; illustrations

In addition to definitions of words written in simple English for ESL learners, this dictionary includes a pronunciation key, idioms, a list of irregular verbs, common abbreviations, numbers, punctuation marks and metric symbols. Several illustrations appear on every page to accompany word entries.

Loughrey, T., & Smith, D. (1979). *Contact*. Vancouver: Vancouver Community College. 169 pages. $9.00.

teacher reference; speaking/conversation skills; regional; bibliography; charts

The "contact approach" emphasizes language learning through interaction with native speakers of English. In-class guests and field trips, as well as individual and class activities, stimulate awareness of natural English use. The program was designed for groups of Japanese students visiting Vancouver, but the material can be used with students of any cultural background. Sample lessons are given for ESL as well as content-area learning. Students' and teachers' functions are described.

Magahay, W. et al. (1991). *Meeting the needs: A preliminary assessment of ESL program delivery to adult immigrants/ refugees in Canada and a model towards language education for participation*. Toronto: TESL Canada. 89 pages. $25.00.

teacher reference; bibliography

This report based on a review of research, literature and unpublished documents outlines the history of ESL teaching in Canada and provides an assessment of the extent to which existing ESL programme delivery meets the needs of adult immigrants and refugees in Canada. In addition, recommendations for future policy and planning are made.

Maldonado, D. (1990). *Finding a place to live: Listening activities for adult ESL learners*. Toronto: Toronto Board of Education. 32 pages. $15.00.

Life skills and community resources; vocabulary; exercises; audiocassette

The six sections of this module provide opportunities for adult ESL learners to acquire the necessary language and knowledge to look for accommodation independently. Pre-listening activities introduce housing vocabulary in preparation for the seven conversations between landlords and potential clients. Activity sheets accompany the conversations as well as follow-up practice activities. Exercises focus on questions to ask landlords, directions, map reading, want ad vocabulary and telephone skills. A resource list is included naming community agencies and government offices providing information on housing and tenants' rights.

Manitoba Education and Training. (n.d.). *Welcome news*. Manitoba: Manitoba Education and Training. Free within Manitoba.

ESL literacy; citizenship; life skills; newspaper; photographs; illustrations; teacher notes

Published quarterly, *Welcome news* contains articles on issues relevant to Manitoba and Canada. As the audience is intended for ESL readers, articles are graded according to vocabulary and sentence structure. The content covers topics such as housing, employment, health care, government, multicultural events and sports. The teacher notes accompanying this newspaper provide activities and further information about the content of the paper.

McKay, I. (1993). *Beginning interactive grammar*. Boston, Mass.: Heinle & Heinle Publishers. 281 pages. $24.95.

ESL literacy; grammar; exercises

Simplified grammatical explanations and examples are presented, along with a variety of practice activities. Practice includes such activities as open-ended, information gap and traditional (fill in the blanks, controlled practice) type activities. Simple readings are also provided, followed by activities. The use of North American idioms and vocabulary is evident in the activities.

Mohan, B. (1986). *Language and content*. Don Mills, Ont.: Addison-Wesley. 143 pages. $28.47.

teacher reference

Mohan develops an educational model that integrates language and subject matter instruction across the curriculum, providing guidelines for education policy and teaching practices. The inter-relatedness of students' background knowledge and practical activity is shown through pairs of "knowledge structures" that reflect common elements of language, text organization, and thinking (Description/ Classification; Sequence/Principles; Choice/Evaluation). Both classroom and theoretical issues are explored in each chapter. Exercises and suggested readings are included.

Mollica, A. (1986, 1988). *Word picture posters series*. Welland, Ont.: Editions Soleil Publishing, Inc. $3.50 each.

vocabulary; colour posters

Vocabulary associated with holidays, places, activities, transportation, clothing, and food are illustrated on thirteen 18" x 24" posters. About twenty pictures appear on each poster, each one depicting a separate word relating to the theme.

Mollica, A. (1992). *A Picture is worth 1000 words*. Welland, Ontario. Editions Soleil Publishing Inc. 60 pages. $29.95.

general language study; photographs

The book includes 60 photographs by North American photographers. Each photograph may be photocopied for classroom use.

Multiculturalism and Citizenship of Canada. (1990). *Resource guide: Eliminating racial discrimination in Canada*. Ottawa: Multiculturalism and Citizenship Canada. 16 pages. Free.

teacher reference; anti-racist annotated bibliography; addresses French/English

The guide includes references categorized under the headings of General, The Workplace, Education, Media, Municipal, Police, Justice, Audio-visual materials. Lists and addresses of advocacy groups in race relations appear at the end of the guide.

Ogelsby, N. (1992). *The Ogelsby verb disc*. Markham, Ontario: Pippin Publishing Ltd. $5.95.

grammar

The Verb Disc includes 99 irregular verbs, numbered and alphabetized. Students can see all forms of the verbs through the "windows" on the front of the 25 cm. diameter laminated disc.

Ontario Ministry of Citizenship (n.d.) *A bibliography of informational pamphlets and brochures.* Toronto: Ontario Ministry of Citizenship. 47 pages. Free.

teacher reference; annotated bibliography; addresses

The booklet is a comprehensive listing of pamphlets and brochures which describes programs and services offered by government and agencies to help newcomers integrate and adapt to Ontario. Over 300 items are included, many of which are available in several languages.

Ontario Ministry of Citizenship. *The Ontario times.* Toronto: Ontario Ministry of Citizenship. Free within Ontario.

ESL literacy; citizenship; life skills; regional; newspaper; photographs; illustrations

Published by the Ontario Ministry of Citizenship seven times a year, October to April, *The Ontario times* contains articles on topical issues relevant to Ontario and Canada. Articles are graded for both beginner and intermediate students. As the intended audience is adult immigrants and refugees, much of the content deals with orienting readers to Canadian culture, customs and practices. This informative newspaper covers such topics as housing, employment, health care, government, multicultural events and sports.

Ontario Ministry of Citizenship. (rev. ed. 1992). *Adult ESL: An annotated list of useful ESL books for teachers of adults.* Toronto: Ontario Ministry of Citizenship. 60 pages. Free within Ontario.

teacher reference; bibliography; publishers list

Recommendations by teachers and staff of the Citizenship Development Branch shaped this list of books for adult ESL. The annotated entries are organized by theme into 18 categories including professional development, class texts, variety of skills, literacy, songs, films, TOEFL, kits, and computers. Annotations are brief, focusing on purpose and scope of the materials, and include 1987 prices. Selections are listed in alphabetical order by title within each category.

Ontario Ministry of Citizenship. (1987). *Themes and tools for ESL: How to choose them and how to use them*. Toronto: Ontario Ministry of Citizenship. 41 pages. $2.00.

teacher reference; adult curriculum & instruction; illustrations

This booklet helps teachers to identify content that is relevant and meaningful to adult ESL students. Ideas are listed for choosing themes and involving students in creating and using tools. The FIGS principle (familiar, involves, generates, social setting) guides selection of themes and learning tools.

Ontario Ministry of Citizenship. (1988). *Materials and services*. Toronto: Ontario Ministry of Citizenship. 49 pages. Free within Ontario.

teacher reference; community resources

This booklet lists resources produced, collected, and distributed by the Ontario Ministry of Citizenship for ESL teachers, learners, and programs. Most entries are annotated. Information about associations, government offices, and grants is included. Instructions for buying or borrowing the materials are given.

Ontario Ministry of Citizenship. (1988). *Towards participation: A sample citizenship lesson plan*. Toronto: Ontario Ministry of Citizenship. 48 pages. $3.00.

teacher reference; citizenship; curriculum & instruction

Adults in citizenship courses are taught "how to beat city hall" in this sample lesson plan based on an actual news article. A series of activities introduce vocabulary and explore the issue, relating it to personal experiences. Materials, grouping, processes, outcomes, and time frames of each activity are described; additional comments clarify aspects of the activities. Sample class handouts are included.

Ontario Ministry of Consumer and Commercial Relations. (1985). *Insurance*. Toronto: Ontario Ministry of Consumer and Commercial Relations. Free within Ontario.

life skills; regional

This kit contains one poster, 20 copies of illustrated newsprint tabloids, 4 activity sheets for duplication, 2 sets of 2 photo sequence stories, 1 leader's guide, 1 audio cassette with script, and 3 booklets. These materials introduce the concept of insurance in Canadian society while providing practical language practice.

Ontario Ministry of Citizenship. (n.d.). *Ontario ethnocultural profiles*. Toronto: Ontario Ministry of Citizenship. Free within Ontario.

teacher reference; anti-racist education

This booklet consists in a series of sixty-six profiles of Canadian ethnic groups. Each profile is accompanied by relevant statistics and historical trends pertaining to immigration in Ontario.

Ontario Ministry of Education. (1990). *English as a second language: Developing non-credit courses for adults*. Toronto: Ontario Ministry of Education. Free.

teacher reference; bibliography; resources; appendices

This booklet provides information and references and makes suggestions for developing a program for adult ESL learners. Included also is an annotated bibliography of resources for adult ESL programs. A student profile form, needs assessment questionnaire and course evaluation questionnaire are included in the appendices.

Ontario Ministry of Transportation. (1990). *Ontario driver's manual adapted for adult new readers*. Toronto: Ontario Ministry of Transportation. 43 pages. Free.

life skills; ESL literacy; regional

This book is an adaptation in large print of the Ontario Driver's Manual for adults at a low-intermediate level of proficiency.

Phelan, F. (n.d.). *Your news: Canada's teaching newspaper*. Montreal: Your News. $13.00.

ESL literacy; citizenship; life skills; newspaper; photographs; illustrations

Published 10 times per year, except for July and August, *Your news* contains articles on issues relevant to Canada and Quebec. As the intended audience is adult ESL learners, articles are graded for both beginner and intermediate students. This

informative newspaper covers such topics as multicultural events, sports, government, health and housing.

Pierce, K. (1984). *Insurance: An English as a second language workbook for beginners*. Community Survival Skills Series. Vancouver: Vancouver Community College. 84 pages. $5.00

life skills; regional; vocabulary; illustrations

The vocabulary and purposes for property, life, and car insurance are outlined and introduced in picture stories, dialogues, and exercises. Some references to ICBC (in B.C.) appear in the car insurance section.

Pietrusiak Engkent, Lucia, & Bardy, Karen. *Take part: Speaking Canadian English*. 2nd edition. Toronto: Prentice-Hall, Canada, Inc. 130 pages. Student book $13.50 (net to schools); Instructor's Manual $22.00; Audio cassette $30.00.

speaking/conversation; index cross-referencing Culture Notes and language.

New activities promote discussion in pairs and groups; units contain a wide variety of dialogues, discussion topics, activities and assignments. Culture Notes talk about Canadian life; Language Notes expand on features of pronunciation, usage and idiom.

Pinton, R., & Strong, I. (1984). *Let's get on with the job: A job search manual for the ESL classroom*. Vancouver: Vancouver Community College. 341 pages. $18.95.

life skills; English for work; annotated bibliography; illustrations

Five modules on job search skills (self-assessment, preparing a resume, methods of finding jobs, application forms, and preparing for the interview) are divided into several lessons. Each module begins with notes to the teacher. Translations of vocabulary from application forms appear in 14 languages and of vocabulary from the want-ads in 11 languages. An annotated bibliography of pre-vocational resources is included.

Pitton, C. (1988). *Find out: An interaction book for adults who are learning to speak English*. Vancouver: Canada Language Centre. 81 pages. $18.65

general language study; illustrations

Twenty-five units on a variety of situations, structures, vocabulary, and functions are graded according to language ability and focus on social interaction among students in adult ESL classes. Topics include jobs, prepositions, future (going to), household items and rooms, time expressions, and general mixers, among others. Each exercise allows students to review previously studied vocabulary and structures while mingling with other class members. Activities emphasize "finding someone who..." does, likes, or has a certain thing. Teaching and follow-up suggestions, reductions for overhead transparencies, and student activity pages are included.

Podoliak, E. (Ed.). (1988). *Canadian ESL materials*. Special issue of *TESL Talk, 18*(1). Toronto: Ontario Ministry of Citizenship. 236 pages. $5.00.

teacher reference; figures; photographs; bibliographies; appendix

This volume offers 24 brief papers describing diverse aspects of ESL materials prepared recently in Canada, including reports on the use and development of exemplary materials; advice for teachers in creating materials related to their students' needs and

experiences; the processes of getting materials published; simplification of reading texts; use of community resources; annotated bibliographies; distance education materials. An appendix lists the addresses of commercial ESL publishers and distributors in Canada.

Public Service Commission. (1991). *Interface Canada*. Student's Book 1-8. Teacher's Book 1-8. Role Play for Consolidation. Ottawa: Supply and Services Canada. Teacher's Book $24.95; Student Book $10.95; Audiocassette $9.95.

general language study; speaking/conversation; audiocassettes; series; teacher's guide; illustrations; answer keys

The series consists of 8 student books, 8 teacher's books and a Role Playing for Consolidation book, with accompanying cassettes. The materials are designed to develop speaking and listening skills, with emphasis on language used in the office. Each Teacher's Book consists of pedagogical instructions, answer keys and the Student Book with cross-referencing. Each book covers approximately 50 hours of classroom instruction. A variety of techniques and texts appear throughout all books.

Rabinowitz, M. (1983). *Sewing: An English as a second language workbook for beginners*. Community Survival Skills Series. Vancouver: Vancouver Community College. 58 pages. $7.50.

English for work; illustrations

Vocabulary associated with the sewing trade is introduced through picture stories, dialogues, and short reading passages.

Reid, J., Adamowski, E., & Brand, M. (n.d.). *Getting started: A handbook for volunteer ESL instructors and their supervisors*. Toronto: Toronto Board of Education. 142 pages. $30.00.

teacher reference; teacher training

Designed to help volunteer ESL instructors, this handbook provides information on adult learning, classroom methodology and lesson planning. Specifically, it outlines important factors to consider when teaching adults, needs assessment techniques, ways to decide on course content and materials and ways to cope with multi-level classes. The handbook also offers supervisors suggestions on how to recruit, train, support and evaluate volunteers.

Rusque, R., & Segal, L. (n.d.). *English English English*. Articles with countable nouns workbook. 28 pages. The Past Tense of Regular Verbs. 23 pages. Letter Dictation. North York, Ont.: North York City Centre. 31 pages. $10.00 per module

grammar; general language study; answer key; audiocassettes

English English English is a series, consisting of three independent lessons, a workbook and an accompanying audiocassette. Workbooks provide exercises for practising various language skills. Additional exercises and an answer key are found at the back of each workbook. Each lesson includes 30 minutes of audio and 90 minutes of workbook practice.

Saskatchewan Literacy Network. (n.d.). *On our way*. Saskatoon: Saskatchewan Literacy Network. $40.00.

ESL literacy; life skills and community resources; newspaper; photographs; illustrations; citizenship

Published nine times a year, this newspaper features brief, simplified versions of major stories, stories of popular interest, and descriptions of social or government services. Articles are graded according to reading proficiency (easiest, harder or general). The articles are relevant to Saskatchewan and Canada.

Selman, M. (1991). *Adult ESL program evaluation guide*. Victoria: Ministry of Advanced Education, Training and Technology and the Centre for Curriculum and Professional Development. 73 pages. $7.80.

teacher reference; program evaluation; questionnaires; bibliography

This guide outlines approaches and criteria to evaluate ESL programs. The introduction describes purposes of evaluation, procedures and suggestions for interpreting evaluation results, with a brief bibliography. The rest of the document includes 23 Good Practice Statements which provide a standard for assessing ESL programs, along with questionnaires for each statement. Also included are a Learner Tally Sheet for summarizing the results of learner questionnaires, a Program Planning Form for listing program objectives, and a Program Profile for describing the program and analyzing the services provided.

Selman, M., & Mrowicki, L. (1984). *A new start -- Canada: A functional course in basic spoken English and survival literacy*. Teacher's book, student book, and 2 literacy workbooks. Agincourt, Ont.: Dominie Press & Heinemann Educational Books. 259 + 148 +132 + 104 pages. Teacher's book $15.95; Student book $10.95; Workbook 1 & 2 $7.95; Cassette (4) $57.50.

general language study; audiocassettes; teacher's book; student book; 2 literacy workbooks; illustrations; appendices

Communicative skills are emphasized in these course materials for literate and non-literate adult students. Activities are organized by social functions, and divided into four sections. The first introduces basic skills that are expanded on in subsequent sections; a review and evaluation appears after each section. The teacher's book outlines objectives, materials, methods, and notes for alternative activities, including a transcription of recorded material for each unit. Appendices analyze the course content in chart form, illustrate the characters that interact in the activities, and list recommended visual aids, survival literacy vocabulary, and sound/symbol relationships.

Sims, J. (Ed.). (1990). *Education systems of immigrant students*. North York: North York Board of Education. 50 pages. $5.00.

teacher reference

Educational systems of countries around the world are described under the headings of education system, placement/program suggestions, curriculum, school year, discipline and attendance, background, language and names. Sketches of religious beliefs are also included at the back of the booklet. Maps outline the educational systems of the U.S.S.R., African, European and Asian countries.

Spears, R., Schinke-Llano, L., Kirkpatrick, B., & Fongemie, N. (Eds.). (1984). *Everyday Canadian English dictionary: A basic dictionary for English language learning*. 394 pages. Schinke-Llano, L., Spears, R.A. & Fongemie, N. (1985). *Everyday Canadian English dictionary: Workbook* and *Answer key*. 40 pages. Toronto: Copp Clark Pitman. Dictionary $13.69; Workbook $9.38.

vocabulary; tables

The organization and content of this dictionary have been simplified for use by ESL learners. Basic dictionary information is stressed. There are separate entries for irregular past tenses, past participles, and contractions. Simple grammatical and lexical information and Canadiana are included. The workbook introduces dictionary skills, reinforcing their use through a variety of exercises.

Steinberg, J. (1983). *Games language people play*. Markham, Ont.: Pippin Publishing Ltd. 120 pages. Price: $11.95.

teacher reference; illustrations; index

The 110 games in this book are organized by proficiency level and coded for language skills to be practised. Optimal group size,objectives, materials, and rules are given for each game, as are adaptations and suggestions. Games were selected for inclusion if they were easy to explain, inexpensive, uncomplicated, and versatile. Instructors are encouraged to adapt the games to the needs of their specific classes.

Stevens, S. (1991). Aids education for English language learners. Winnipeg, Manitoba: Planned Parenthood Manitoba, Inc. 179 pages. $20.00.

teacher reference; life skills and community resources

This manual is a practical guide for ESL teachers planning to introduce the topic of AIDS in their classrooms. The content includes chapters on facts about AIDS and AIDS education, AIDS in a multicultural context, and roles of the ESL teacher in AIDS education. The manual closes with a series of appendices, including background readings, curricula, audiovisual aids, local and national organizations. Included also are planning and

curriculum suggestions, along with exercises, diagrams and health vocabulary.

Tennant, S., & Yildiz, N. (1980). *Tea and talk party contact manual: Teacher's guide*. Vancouver: Vancouver Community College. 129 pages. $9.00

teacher reference; speaking/conversation; life skills and community resources: regional; bibliography; videocassette locally available

Preparation for a visit to a Canadian family's home is the focus of this guidebook; it extends the concept of language learning through natural encounters with native-speakers developed in Loughrey & Smith (1979). In-class activities, include viewing a typical situation on a videotape and role-playing. The student information is translated into Japanese. A flow-chart of activities introduce the guide; page numbers and activities are cross-referenced throughout.

Thomas, B. (1987). *Multiculturalism at work*. Toronto: YWCA. 157 pages. $23.00.

teacher reference; anti-racist education

This book focuses on how to expand and implement teaching programs and lessons, taking into consideration the multi-ethnic fabric of Canada. This book also discusses a series of common biases concerning race and background.

Thompson, M. (Ed.). (1981). *Developing basic reading and writing skills: Beginner level* (rev. ed.). Vancouver: Vancouver Community College. 40 pages. $3.00.

ESL literacy; illustrations; teacher guide

Phonics skills are the basis of this reading and writing program for adult beginner. Activities are organized by proficiency level and are prefaced by a suggested order for teaching. Teaching tips, descriptions of activities, and sample activity sheets are included.

Thompson, M., Jobodh, C., Smith, D., Johnson, T., & Allen, C. (Eds.). (1984). *Curriculum guide: English language training: Beginners and pre-intermediate level*. 42 pages. Kennedy, P., Allen, C., & Jobodh, C. (Eds.). (1984). *Curriculum guide: English language training: Intermediate level*. 15 pages. Thompson, M. (Ed.). (1980). *Lesson ideas: English language training: Beginners level*. 44 pages. Vancouver: Vancouver Community College. $5.00 each level.

teacher guide; general language study; life skills and community resources; series; teacher guide

In the beginning level of this series, listening to and speaking everyday English are emphasized, while reading and writing receive attention at the pre-intermediate level. The communicative objectives at each level are organized by theme (i.e. Family/Self, Social needs, Consumer affairs). Structural objectives are stated in lists of parts of speech; writing and reading objectives are stated as lists of skills or tasks. The sections are cross-listed with suggested topics. Activities are described by objectives, procedures, materials, follow-up, and additional notes.

Thompson, M., & Williams, S. (1979). *Stories for beginners: Books 1, 3, 4*. 14 + 20 + 16 pages. Flack, G., Thompson, M., & Williams, S. (1979). *Stories for beginners; Book 2*. 15 pages. Thompson, M. (n.d.). *Stories for beginners...with related exercises*. 24 pages. Vancouver: Vancouver Community College. $1.95 each.

ESL literacy; vocabulary; illustrations

The first two books each follow one character through his and his family members' daily activities. The other books focus on several characters, members of an ESL class and their teacher, who tell of a personal event. The brief stories (5-10 sentences) are followed by word lists for vocabulary practice. The first book includes notes to the teacher on presenting vocabulary through flashcards, reading aloud, follow-up activities, and phonics. In *Stories for beginners...with related exercises*, a list of new vocabulary, and exercises focusing on word structure, meaning, sound, and use follow each story.

Toronto Board of Education. (1992). *ESL or ESL literacy?* Toronto: Toronto Board of Education. 163 pages. Package $65.00; Manual $45.00.

ESL literacy assessment; manual; videocassette

The assessment tool is designed to assess literacy skills of people in their first language (not English). Part 1 of the manual explains and describes the components of the assessment tool: the interview, the writing and reading assessments and the kit. Part 2A includes the contents: the Learner Profile Interview form, the Writing Assessment form, the text to assess reading and reading assessment questions. Part 2B contains the assessment kits by languages (e.g. Amharic, Arabic, Chinese, Urdu -- seventeen languages in total). A video which focusses on interviewing techniques accompanies the manual.

Toronto Board of Education. (1991). *Anti-racist education and the adult learner*. Toronto: Toronto Board of Education. 55 pages. $8.00.

teacher reference; anti-racism

This handbook is divided into 3 parts. Part 1, Issues and Initiatives, provides background on the nature of racism and outlines initiatives taken by governments and the Toronto Board to address racism. Part 2, Responding to Racist Behaviour, contains suggestions for dealing with racism. Part 3, Anti-Racist Education, gives and overview of anti-racist curriculum. A glossary, bibliography and lists of government and community resources appear at the end of the handbook. Included also are scenarios ad activities which can be used in the classroom.

Toronto Board of Education. (1991). *Community contact assignments*. Toronto: Toronto Board of Education. 52 pages. $15.00.

teacher reference; general language study; life skills and community resources; lesson plans

This booklet provides guidelines for developing community contact assignments, characteristics of a good assignment and states the benefits of community contact assignments. Also included are four sample lessons, along with suggested destinations.

Toronto Board of Education. (1990). *Incorporating an intercultural perspective into the ESL curriculum*. 45 pages. $15.00.

teacher reference; citizenship; lesson plans; teacher's guide

Included in the handbook is an integrated approach to language and culture in the curriculum. Five lessons which promote the development of intercultural awareness are presented as samples. Topics for discussion and a list of references appear at the end of the handbook.

Toronto Board of Education (rev. ed. 1992). *Learning materials for the Adult learner: An annotated catalogue of useful Adult ESL and literacy materials for teachers and students*. Toronto: Toronto Board of Education. 23 pages. Free.

teacher reference; bibliography

The annotated entries are organized into categories including ESL learning modules, ESL learner's stories and activities, literacy materials, reports and discussion papers. Annotations are brief, focusing on purpose, scope and level of the materials. Prices are also included.

Toronto Mayor's Committee on Community and Race Relations. (1991). *Myths and facts*. Toronto: Toronto Mayor's Committee on Community and Race Relations. 25 pages. $1.00.

teacher reference; anti-racist education

This booklet presents numerous myths surrounding race relations, immigration, refugees, multiculturalism and employment, and challenges them with factual information. A glossary is included, defining such terms as racism, race relations, prejudice, bias, multiculturalism, refugee claimant, settlement programs and employment equity.

Warren, C. (1986). *Vignettes of life: Experiences and self perceptions of new Canadian women*. Calgary: Detselig Enterprises. 128 pages. $10.95.

teacher reference; ESL literacy; bibliographies

The life stories of 17 women who have recently immigrated to Canada from different parts of the world are presented as brief narratives documenting their lives in their native countries, their

lives in Canada, and their future plans. These vignettes are prepared from in-depth interviews with the individuals. An introductory chapter analyzes common themes in the life stories. Bibliographies cite related readings on women's issues, acculturation, self-concept, and media resources.

Watson, B. (Ed.). (1980-1983). *English language training: Night school department: Workshop series, Nos. 1-9.* Vancouver: Vancouver Community College. $1.00.

teacher reference; series; videocassette available locally

The 9 workshops described in this series orient novice ESL teachers to: "Stress, intonation and other phonological areas", "Teaching techniques", "Faculty or instructional evaluation", "Pre-vocational English", "More teaching techniques", "Winging it", "Field trips", "Job search skills", and "Still more teaching activities". This series is practically-oriented, including exercises of activities and some class handouts. Vocabulary for specific purposes features in most exercises and activities.

Weber, K. (Ed.). (1978). *The globe modern dictionary.* Toronto: Globe/Modern Curriculum Press. 1267 pages. $18.50.

vocabulary; appendices

This simplified dictionary, rather than using codes, symbols, or abbreviations, writes parts of speech in full, uses familiar language sounds in the pronunciation guide, not phonetic symbols, and gives examples to clarify idiomatic meanings. American spellings are used as headwords, with alternative spellings entered next. Following definitions and uses, a "word family" entry shows other forms of the word. Appendices include geographical and political information about Canada, the

United States, and the world. The inside covers display and define the parts of the dictionary entries.

Weber, K. & Weber, C. (1987). *World of vocabulary Canada*, 128 pages. & (1988). *Challenge of vocabulary Canada*, 128 pages. Toronto: Globe/Modern Curriculum Press. $10.85 each.

ESL literacy; vocabulary; illustrations; dictionary

Vocabulary and pronunciation are highlighted in 20 brief readings on Canadian people, places, animals, and events in each book. Following the reading passages are exercises in reading comprehension, and selected aspects of the vocabulary, such as alphabetical order, definition, sentence completion, word games, story completion, and discussion or research. A vocabulary list with definitions is included.

Weinstein, N. (1992). *Reading snacks: A reading/conversation text for low-intermediate students*. Toronto: Maxwell Macmillan Canada, Inc. 109 pages. $16.95.

ESL literacy; speaking/conversation

This consists of an introduction to five popular fictional genres: mystery, science fiction, romance, western, and horror. Each short fictional excerpt is accompanied by pre-reading questions and followed by a set of exercises to develop oral and writing skills. Students are always encouraged to invent a conclusion for some of the stories.

Williams, E. (1988). *Pronunciation curriculum for beginning and intermediate students of English as a second language*. Vancouver: Vancouver Community College. $3.00.

speaking/conversation; audiocassette; teacher guide

Five levels of student pronunciation exercises are colour-coded, and include two sets of lessons at each proficiency level. Number and letter coding indicates the level, the lesson, and whether the material is new, review, or alternate. Aural/oral exercises are based on Canadian English using a simplified system of signs and symbols to represent sounds. Lessons incorporate spelling and dictionary skills where relevant. A list, audiocassette, and examples of Canadian English vowels are included in the Instructor notes.

Wong, A. (1988). *Practical English for new Canadians*. Vancouver: Vancouver Community College. 78 pages. $5.00.

life skills; vocabulary; videocassette available locally

The 39 lessons include a brief dialogue on a specific theme of everyday life, followed by useful words and phrases, and a practical activity. Themes include using the telephone, ordering meals, talking to teachers, doctors, dentists, and pharmacists, renting or buying a home, banking, and using community services and facilities.

Wong, L. (& Thompson, M. (Ed.).). (1987). *I remember....* Vancouver: Vancouver Community College. 33 pages. $3.50.

ESL literacy; illustrations

Wong reminisces about his childhood in Canton sixty years ago. Memories of his father and mother, his teachers and education, are told in straightforward English, concluding with a story of "the old man and the mountain", by which he lives his life.

Wurtele, B. (n.d.). *We just don't speak English*, 7 vols. Waterloo, Ont.: English in the Working Environment. 51 pages per vol. $1.50.

life skills; citizenship; multi-lingual; illustrations

These handbooks introduce survival English for Canada. There is one volume in English and one volume in each of Laotian, Hmong, Chinese, Spanish, Vietnamese, and Portuguese. Topics include: Canadian geography and citizenship, transportation, telephoning, health, shopping, banking, school, work, accommodation, and law.

Yalden, J., Fitzgerald, B., & Pagurek, J. (1984). *Frameworks for communicative needs courses*. Introduction, 6 pages. Teacher's handbook, 35 pages. First step towards communication, 25 pages. Coping, 12 pages. Expressing basic concepts, 31 pages. Arriving at your destination, 18 pages. Getting around, 20 pages. At a hotel, 34 pages. Eating out, 22 pages. Shopping for food, 18 pages. Shopping (non-food), 22 pages. Using the telephone, 41 pages. Ottawa: Centre for Applied Language Studies, Carleton University. $20.00.

teacher reference; life skills; vocabulary; speaking/conversation; materials, & activities; illustrations

These 12 booklets are designed to assist teachers to plan instruction for adults learning initial, functional communication in a second language. Each booklet specifies learning objectives, cultural considerations, kinds of spoken transaction, useful expressions, and classroom activities (information gathering, information-sharing, information-processing, and role plays) as a framework for preparing lessons appropriate to learning to interact socially in specific situations in a new language and culture. These frameworks form a basis for teaching *any* language at the initial stages, requiring a teacher to provide materials, speech, vocabulary, and cultural background to implement a curriculum to suit learners' needs and interests. Use of the new language to transact information and perform

social functions is emphasized in the objectives and suggested teaching activities.

Yildiz, N., Warren, B., & Froese, M. (1981). *Let's communicate; An ESL curriculum guide for young Japanese students* (rev. ed.). 274 pages. Adams, K., & Yildiz, N. (1980, rev. ed. of Yildiz, N., & Tennant, S. (1979)). *Let's talk: Developing effective communication skills: An EFL curriculum guide for Japanese high school and university students*. 317 pages. Vancouver: Vancouver Community College. $22.00.

teacher guide; speaking/conversation; bibliography; illustrations; games; regional; maps

Developed for an 8 to 10 day program for 8 to 15 year-old Japanese students visiting Vancouver, *Let's communicate* focuses on communicative English activities in and out of the classroom. In 8 topic areas (including Personal information/Social exchanges, Daily activities, Possible Problems, and Introduction to Canadian culture) the language objectives, materials, activities, and teaching points are described, with variations of activities given for 3 levels of beginning proficiency. *Let's talk* follows the same format and principles, but is designed for high school and university-aged students. Thematic units, such as Food, Shopping, and Living with a Canadian family are prefaced with a list of teaching objectives and activities. In both curriculum guides copies of handouts, workbook suggestions, and reduced copies of large aids are included. Pictorial stories about interesting people from B.C.'s past are featured.

Zuern, G. (1985). *Images: English for beginners*, Books 1 & 2, and Teacher's ed. Don Mills, Ont.: Addison-Wesley. 86 + 84 pages. Book 1 $9.55; Teacher's Book 1 $11.95; Cassette $58.20; Book 2 $9.90; Teacher's Book 2 $11.60; Cassette $66.15.

general language study; teacher's manual; audiocassette

Communicative use of new vocabulary and structures is demonstrated in black-and-white picture stories, followed by a variety of short-answer and listening exercises. Each book has a word list, an answer key, and a skills index. Lesson plans for each chapter appear in the teacher's manual. Canadian place names are used in the exercises.

Zuern, G. (Ed.). (1978). *The newcomers: Photo stories for learners of English*. Toronto: Ontario Ministry of Citizenship. 20 pages. $1.00.

general language study; ESL literacy; newspaper format; illustrations; answer key; teacher's guide

Six one-page photo stories show a Chinese family's adjustment to Canadian life; the facing page has fill-in-the-blank exercises based on the story. An activities section for each story suggests topics for small group discussions, and a review section ties the stories together. A reading section gives additional information about the topics introduced in each of the stories.

Zuern, G. (Ed.). (1987). *Sonia: Photo stories for learners of English as a second language*. Toronto: Ontario Ministry of Citizenship. 27 pages. $.50.

general language study; ESL literacy; newspaper format; illustrations; answer key

Nine photostories collected from the newspaper "Newcomer News" follow a new Canadian from South America and her family as she arrives in Canada, begins an English class, gets a job and an apartment, and goes Christmas shopping, among other activities. Instructions to the student appear in five languages: English, Italian, Portuguese, Spanish, and Chinese. Exercises in story comprehension, vocabulary, and sentence completion, as well as further information, follow each photo story. A review page and suggestions for use are included.

Appendix A. Themes

Anti-Racist Education

LINC 3

Bell & Holt, *It's your right!* (1987)

Brand & Sri Bhaggiyadatta, *Rivers have sources, trees have roots: Speaking of racism* (1986)

All 3 LINC LEVELS

Charon, *Worlds apart: New immigrant voices* (1989)

Davis, *Partners at school: A handbook on how to involve Indian and Metis parents in school activities* (1988)

Kehoe, *A handbook for enhancing the multicultural climate of the school* (1984)

Lee, *Letters to Marcia* (1985)

Multiculturalism and Citizenship of Canada, *Resource guide: Eliminating racial discrimination in Canada* (1990)

Ontario Ministry of Citizenship, *A bibliography of informational pamphlets and brochures* (n.d.)

Thomas, *Multiculturalism at work* (1987)

Toronto Board of Education, *Anti-racist education and the adult learner* (1991)

Toronto Mayor's Committee, *Myths and facts* (1991)

Citizenship

LINC 3

Bell & Holt, *It's your right!* (1987)
Burdy et al., *Citizenship* (1986)
Freedman, *Ontario's story: For learners of English as a second language* (1987)
Freedman, *The Ontario Times: Special citizenship issue* (1989)
Sutton & Jones, *Read Canada!: Intermediate* (1984)
Sutton & Jones, *Read Canada!: Intermediate plus* (1985)

All 3 LINC Levels

Acosta, *The westcoast reader* (1981-present)
Alberta Advanced Education, *English express* (n.d.)
Anderson & Sorenson, *Writing Canadian English: Beginning, Teacher's handbook & student workbook* (1981)
Bates, *Amazing! Interviews and conversations* (1993)
Burnaby & Cumming, *Socio-political aspects of ESL in Canada* (1992)
Central Newfoundland Regional College of Applied Arts, Technology & Continuing Education, *First time readers* (n.d.)
Crean, M., *ESL and citizenship* (1989)
Crean & Unda, *Citizenship ESL/literacy materials: Unit 1 Applying for citizenship* (1987),(1988)
Employment & Immigration Canada, *Canada source book* (1991)
Ontario Ministry of Citizenship, *Materials and services* (1988)
Phelan, *Your news: Canada's teaching newspaper* (n.d.)
Saskatchewan Literacy Network, *On our way* (n.d.)

Toronto Board of Education, *Incorporating an intercultural perspective into the ESL curriculum* (1990)
Wurtele, B., *We just don't speak English* (n.d.)
Zuern, *Sonia: Photo stories for learners of English as a second language* (1987)

ESL Literacy

LINC 1

Beer & Rampaul, *English sounds and letters* (1988)
Beer & Rampaul, *English for life* (1990)
Burdy et al., (1986)
Buthuru & Dragman, *All my life...* (1982)
Collie, *Getting along* (1985)
Cunningham, Rabinowitz & Yees, *Your home: An English as a second language workbook for beginners* (1984)
Guindon, *New Year's 1969* (1985)
Johnson, *The ABC's: An alphabet and basic phonics book for adults and children* (1978)
Johnson, *Steps to literacy: Graded literacy exercises for adults and children, Series 1, Beginners* (1979)
Kamikura & Sawkins, *Now I have time* (1982)
Martin, *English by heart* (1990)
Mollica, *Crossword puzzles for beginners* (1988)
Toronto Board of Education, *Planning numeracy lessons for an ESL literacy classroom: A beginning* (1991)
Toronto East End Literacy Project, *Working together/students for action* (1985)

LINC 2

Invergarry Learning Centre, *A war every day* (1992)
North York Board of Education, *Moving on!* & student workbook: *Moving on!* (1991)
Reid et al., *My neighbourhood* (n.d.)
Reid et al., *Talking about transportation: Communication activities for the ESL classroom* (n.d.)
Toronto Board of Education, *Out lives* (1984)
Toronto Board of Education, *More than just Chinese food...* (1990)
Wall, *We make the clothes* (1985)

LINC 3

Bowers & Godfrey, *Words we use* (1992)

Bryant, *Tutor's guidebook for write on: A guide to writing for the workplace* (1989)

Coelho, *The jigsaw kit* (1989)

Freedman, *Ontario's story: For learners of English as a second language* (1987)

Freedman, *The Ontario Times: Special citizenship issue* (1989)

Johnson, *Old tales for new readers: Aesop's fables retold* (1981)

Johnson, *Proverbs say it best* (1987)

Kabis, *Think up your own story* (1987)

Knickerbocker & Bosch, *First generation* (1990)

Medrano et al., (1991)

Morgan, *Stories from our class* (1991)

Porter, *New Canadian voices* (1991)

Reaburn, *They did it in Canada: Stories about people* (n.d.)

Scane, Guy & Wenstrom, *Think, write, share: process writing for adult ESL and basic education students* (1991)

Sivell, *From near and far* (1991)

Sutton & Jones, *Read Canada!: Intermediate* (1984)

Toronto Board of Education, *Past...present...future...: A collection of writings by adults learning English as a second language* (1987)

All 3 LINC Levels

Acosta, *The westcoast reader* (1981-present)

Acosta, *Coast-to-coast reader* (1987)

Alberta Advanced Education, *English express* (n.d.)

Anderson & Sorenson, *Writing Canadian English: Beginning*, Teacher's handbook & Student workbook (1981)

Au et al., *A new life in Canada* (1982)
Barndt, Cristall & Marino, *Getting there: Producing photostories with immigrant women* (1982)
Bates, *Amazing! Canadian newspaper stories* (1990)
Bell, *ESL literacy* (1990)
Bell & Burnaby, *A handbook for ESL literacy* (1984)
Burnaby & Cumming, *Socio-political aspects of ESL in Canada* (1992)
Cameron & Derwing, *The Environment and you* (1991)
Central Newfoundland Regional College of Applied Arts, Technology & Continuing Education, *First time readers* (n.d.)
Chin, Bowers & Creary, *Stories for advanced beginners: A reader and textbook for the adult English language student* (1980)
Crean & Unda, *Citizenship ESL/literacy materials: Unit 1 Applying for citizenship* (1987)
Crean & Unda, *Unit 4 Becoming a citizen* (1988)
De Franceschi, *Stories about real people...Part one: Another land - another laugh, "Stories only"* (1982)
Elrick, *Forms in your life: A student workbook and guide to everyday forms* (1981)
Giacomelli, *Guided writing for ESL learners: Unit 1* (1981)
Gillette & Goodfellow, *The Canadian Oxford intermediate atlas* (1990)
Hinkle, *Applying for unemployment insurance: Using human resources* (1983)
Johnson, *Foundation for literacy: Part two* (1978)
Johnson, *Building the foundation: A basic literacy course* (1977)
Johnson, *Foundation for literacy: Part one* (1982)
Klassen & Robinson, *An approach to ESL literacy assessment* (1992)
Manitoba Education & Training, *Welcome news*. Manitoba: Manitoba Education and Training (n.d.)

McKay, *Beginning interactive grammar* (1993)
Ontario Ministry of Citizenship, *A bibliography of informational pamphlets and brochures* (n.d.)
Ontario Ministry of Transportation, *Ontario driver's manual adapted for adults new readers* (1990)
Saskatchewan Literacy Network, *On our way* (n.d.)
Selman & Mrowicki, *A new start -- Canada: A functional course in basic spoken English and survival literacy* (1984)
Thompson, *Developing basic reading and writing skills: Beginner level* (1981)
Thompson & Williams, *Stories for beginners: Books 1, 3, 4* (1979)
Toronto Board of Education, *Learning materials for the adult learner: An annotated catalogue of useful adult ESL and literacy materials for teachers and students* (1992)
Warren, *Vignettes of life: Experiences and self perceptions of new Canadian women* (1986)
Weber & Weber, *World of vocabulary Canada* (1987)
Weinstein, *Reading snacks: A reading/conversation text for low-intermediate students* (1992)
Wong & Thompson, *I remember....* (1987)
Zuern, *The newcomers: Photo stories for learners of English* (1978)
Zuern, *Sonia: Photo stories for learners of English as a second language* (1987)

English for Work

LINC 1 Toronto Board of Education, *English for the fashion industry Books 1 & 2* (1986)

LINC 2 Reid, Taborek & Wood, *My neighborhood* (n.d.)
Wall, *We make the clothes* (1985)

LINC 3 Brand, Gallaugher & Langevin, *I can do the job very well* (1992)

All 3 LINC Levels

Barndt, Belfiore & Handscombe, *English at work: A tool kit for teachers* (1985, Video 1988)

Employment and Immigration Canada, *How to find a job in today's market* (1989)

Rabinowitz, *Sewing: An English as a second language workbook for beginners* (1983)

General Language Study

LINC 1 Beer & Rampaul, *English for life* (1990)
Frankel & Meyers, *Canadian crossroads 1* (1992)

LINC 2 Brod & Frankel, *Canadian crossroads 2* (1992)

LINC 3 Fournier & Cunanan, *Integration: A multi-skills approach to improving English* (1990)
Holunga, Paulauskas & Seright, *Ticket to English 5* (1989, 1990)
Pagurek & Fitzgerald, *Alternatives* (1987)
Pagurek & Fitzgerald, *More alternatives* (1988)
Pagurek & Fitzgerald, *Even more alternatives* (1989)
Rampaul, *Idioms* (1981)

All 3 LINC Levels

Bates, *Amazing! Canadian newspaper stories* (1990)
Berish & Thibaudeau, *Canadian concepts 1* (1992)
Brock, P. et al., *Module: English as a second language Book 1, modules 1, 2, 3* (1976, 1979)
Brock, P. et al., *Module: English as second language. Workbook 7, modules 19, 20, 21* (1980)
Butovsky & Podoliak, *Welcome to Canadian English: A basic handbook for students living in Ontario, Welcome to Canadian English, Part 1 & 2* (1984, 1985)
Butovsky & Creatore, *Classics in photostories series, The gift of the Magi, The doorman* (1988)
Butovsky & Creatore, *Classics in photostories series, Jealousy* (1989)

Chin, Bowers & Creary, *Stories for advanced beginners: A reader and textbook for the adult English language student* (1980)

Cohen & Desmet, *Links: A new language, a new country* (1989)

Jibodh, C. et al., *ESL resource book: Upper beginner's level* (1983)

Jibodh, C. et al., *ESL resource book: Grammar: Pre-intermediate-lower intermediate level* (1985)

Jobodh, C. et al., *ESL resource book: Grammar: Upper intermediate level* (1987)

Mollica, *A Picture is worth 1,000 words* (1992)

Pitton, *Find out: An interaction book for adults who are learning to speak English* (1988)

Rusque & Segal, *English English English* (n.d.)

Selman & Mrowicki, *A new start -- Canada: A functional course in basic spoken English and survival literacy* (1984)

Thompson et al., *Curriculum guide: English language training: Beginners and pre-intermediate level* (1984)

Toronto Board of Education, *Anti-racist education and the adult learner* (1991)

Zuern, *The newcomers: Photo stories for learners of English* (1978)

Zuern, *Images: English for beginners* (1985)

Zuern, *Sonia: Photo stories for learners of English as a second language* (1987)

Grammar

LINC 1

Frankel & Meyers, *Canadian crossroads 1* (1992)
Johnson, *Steps to literacy: Graded literacy exercises for adults and children, Series 1, Beginners* (1979)
Martin, *English by heart* (1990)
Sacco, *What do you do? What are you doing?* (1976)

LINC 2

Brod & Frankel, *Canadian crossroads 2* (1992)
Sacco, *Has/Had: The present perfect and simple past* (1976)

LINC 3

Educational Measurement Research Group, *Perfecting your second language: Instruction and practice in English usage for college and university entry* (1991)
Ho!unga, Paulauskas & Seright, *Ticket to English 5* (1989, 1990)
Johnson, *Old tales for new readers: Aesop's fables retold* (1981)
Johnson, *Proverbs say it best* (1987)
Naber & Sévigny, *A grammar manual for Canadian ESL students* (1993)

All 3 LINC Levels

Berish & Thibaudeau, *Canadian concepts 1* (1992)
Giacomelli, *Guided writing for ESL learners: Unit 1 (rev. ed.)* (1981)
Jibodh, Johnson & Smith, *ESL resource book: Upper beginner's level* (1983)
Jibodh, Allen & Kennedy, *ESL resource book: Grammar: Pre-intermediate-lower intermediate level (rev. ed.)* (1985)

Jibodh & Allen, *ESL resource book: Grammar: Upper intermediate level (rev. ed.)* (1987)
McKay, *Beginning interactive grammar* (1993)
Ogelsby, *The Ogelsby verb disc* (1992)
Rusque & Segal, *English English English* (n.d.)

Life Skills and Community Resources

LINC 1

Cunningham, Rabinowitz & Yees, *Your home: An English as a second language workbook for beginners* (1984)

Cunningham, *Driving* (n.d.)

Cunningham, *Having a baby: An English as a second language workbook for beginners* (n.d.)

Frankel & Meyers, *Canadian crossroads 1* (1992)

Guindon, *New Year's 1960* (1985)

Toronto East End Literacy Project, *Working together/Students for action* (1985)

LINC 2

Brod & Frankel, *Canadian crossroads 2* (1992)

Rabinowitz, *Having an operation: An ESL workbook* (1986)

Reid, Applebaum, Hom, Vane & Yin, *Food and restaurant* (n.d.)

Reid, Taborek & Leung, *My neighbourbood* (n.d.)

Reid, Taborek & Wood, *Talking about transportation* (n.d.)

LINC 3

Bowers & Godfrey, *Words we use* (1992)

Brand, Gallaugher & Langevin, *I can do the job very well* (1992)

Fox, Woods & Deeble, *Telephone gambits: A module for teaching telephone English to second language learners* (1988)

Holunga, Paulauskas & Seright, *Ticket to English 5, Textbook 1 & 2 Activity book* (1989, 1990)

Tappay & Weber, *Math counts* (1985)

Tennant & Yildiz, *Tea and talk party contact manual: Teacher's guide* (1980)

Thompson et al., *Curriculum guide: English language training: Beginners and pre-intermediate level* (1984)

Toronto Board of Education, *Past...present...future...: A collection of writings by adults learning English as a second language* (1987)

All 3 LINC Levels

Acosta, *The westcoast reader* (1981-present)

Anderson & Sorensen, *Writing Canadian English: Beginning, teacher's handbook & student workbook* (1981)

Au et al., *A new life in Canada* (1982)

Barndt et al., *English at work: A tool kit for teachers* (1985, video 1988)

Berish & Thibaudeau, *Canadian concepts 1. Teacher's manual, activity book* (1992)

Butovsky & Podoliak, *Welcome to Canadian English: A basic handbook for students living in Ontario, Part 1, & 2* (1984, 1985)

Central Newfoundland Regional College of Applied Arts, Technology & Continuing Education, *First time readers* (n.d.)

Cunningham & Rabinowitz, *Citizenship: An English as a second language workbook for beginners* (n.d.)

Cunningham et al., *Your home: An English as a second language workbook for beginners* (1983)

Davies et al., *Partners at school: A handbook on how to involve Indian and Metis parents in school activities* (1987)

Dragman, *Using the health department: Health department services, child health centre, dental clinic home care* (1983)

Employment and Immigration, *How to find a job in today's market* (1989)

Employment and Immigration, *Canada source book. A newcomer's guide to Canada. Working with newcomers* (1991)

Froese, *Exploring downtown Vancouver contact: Teacher's guide* (1983)

Heffernan, *Garbage crisis: Environmental issued for adult ESL learners* (1991)

Hinkle, *Applying for unemployment insurance: Using human resources* (1983)

House, *Using the telephone for emergencies: Reporting a medical emergency, reporting a crime, reporting a fire* (1983, 1986)

Maldonado, *Finding a place to live: Listening activities for adult ESL learners* (1990)

House & Rabinowitz, *Post office* (1986)

Ontario Ministry of Citizenship, *The Ontario Times* (n.d.)

Ontario Ministry of Consumer and Commercial Relations, *Insurance* (1985)

Ontario Ministry of Transportation, *Ontario driver's manual adapted for adult new readers* (1990)

Pierce, *Insurance: An English as a second language workbook for beginners* (1984)

Pinton & Strong, *Let's get on with the job: A job search manual for the ESL classroom* (1984)

Thompson et al., *Curriculum guide: English language training: Beginners and pre-intermediate level* (1984)

Wong, *Practical English for new Canadians* (1988)

Wurtele, *We just don't speak English* (n.d.)

Yalden et al., *Frameworks for communicative needs courses* (1984)

Speaking/Conversation

LINC 2

Toronto Board of Education, *Our Lives* (1984)

Toronto Board of Education, *More than just Chinese food...* (1990)

Wall, *We make the clothes* (1985)

LINC 3

Bowers & Godfrey, *Decisions* (1983)

Brand & Sri Bhaggiyadatta, *Rivers have sources, trees have roots: Speaking of racism* (1986)

Bryant, *Tutor's guidebook for write on: A guide to writing for the workplace* (1989)

Coelho, *The jigsaw kit, rev. ed.* (1989)

Cunningham & Kozakiewicz, *What do people really say?* (1992)

Fox, Woods & Deeble, *Telephone gambits: A module for teaching telephone English to second language learners* (1980)

Kabis, *Think up your own story* (1987)

Keller & Warner, *Gambits 2: Links* (1976)

Keller & Warner, *Gambits 1: Openers* (1979)

McLay, *Idioms 1* (1980, 1991)

Mendelsohn, Laufer & Seskus, *Functioning in English: Communicatively-based units for the teaching of English* (1984)

Pagurek & Fitzgerald, *Alternatives* (1987, 1988)

Pagurek & Fitzgerald, *More alternatives* (1988)

Pagurek & Fitzgerald, *Even more alternatives* (1989)

Phillips, *Keeping up with the Joneses: A soap opera for adult ESL students* (1985)

Porter, *New Canadian voices* (1991)

Teophil, *Idiomatic English, rev. ed.* (1983)

All 3 LINC Levels

Avery & Ehrlich, *The teaching of pronunciation: An introduction for teachers of English as a second language* (1987)

Bates, *Amazing! Interviews and conversations* (1993)

Carver, Fontinos & Cooper, *A Canadian conversation book* (1993)

Clark & Pitton, *Card games for infinite language* (n.d.)

Froese, *Exploring downtown Vancouver contact: Teacher's guide* (1983)

Hynes & Baichman, *Breaking the ice: Basic communication strategies* (1989)

Loughrey & Smith, *Contact* (1979)

Public Service Commission, *Interface Canada* (1991)

Tennant & Yildiz, *Tea and talk party contact manual: Teacher's guide* (1980)

Weinstein, *Reading snacks: A reading/conversation text for low-intermediate students* (1992)

Williams, *Pronunciation curriculum for beginning and intermediate students of English as a second language* (1988)

Yalden, Fitzgerlad & Pagurek, *Frameworks for communicative needs courses* (1984)

Yildiz, Warren & Froese, *Let's communicate; An ESL curriculum guide for young Japanese students (rev. ed.)* (1981)

Teacher Reference

All 3 LINC Levels

Avery & Ehrlich, *The teaching of pronunciation: An introduction for teachers of English as a second language* (1987, 1992)

Barndt, Belfiore & Handscombe, *English at work: A tool kit for teachers* (1985, 1988)

Bell, *Teaching multilevel clases in ESL* (1988)

Bell, *ESL literacy* (1990)

Bell & Burnaby, *A handbook for ESL literacy* (1984)

Burnaby & Cumming, *Socio-political aspects of ESL in Canada* (1992)

Charon, *Worlds apart: New immigrant voices* (1989)

Clandfield, *All ears: A guide to listening kits for ESL instructors*(1990)

Crean, *ESL and citizenship, Special issue of TESL talk* (1989)

Cunningham, House & Rothman, (1988)

Danesi, *A Guide to puzzles and games in second language pedagogy* (1985)

Davis, *Partners at school: A Handbook on how to involve Indian and Metis parents in school activities* (1988)

Elson, *Teaching English to adults: Methodology* (1983)

Kehoe, *A handbook for enhancing the multicultural climate of the school* (1984)

Klassen & Robinson, *An approach to ESL literacy assessment* (1992)

Loughrey & Smith, *Contact* (1979)

Magahay, *Meeting the needs: A preliminary assessment of ESL program delivery to adult immigrants/refugees in Canada and a model towards language education for participation* (1991)

Mohan, *Language and content* (1986)
Multiculturalism & Citzenship of Canada, *Resource guide: Eliminating racial discrimination in Canada* (1990)
Ontario Ministry of Citizenship, *Theses and tools for ESL: How to choose them and how to use them* (1987)
Ontario Ministry of Citizenship, *Materials and services* (1988)
Ontario Ministry of Citizenship, *Towards participation: A sample citizenship lesson plan* (1988)
Ontario Ministry of Citizenship, *Ontario ethnocultural profiles* (n.d.)
Ontario Ministry of Citizenship, *Adult ESL: An annotated list of useful ESL books for teachers of adults* (rev. ed. 1992)
Podoliak, *Canadian ESL materials* (1988)
Reid, Adamowski & Brand, *Getting started: A Handbook for volunteer ESL instructors and their supervisors* (n.d.)
Selman, *Adult ESL program evaluation guide* (1979, 1991)
Sims, *Education systems of immigrant students* (1990)
Steinberg, *Games language people play* (1983)
Tennant & Yildiz, *Tea and talk party contact manual: Teacher's guide* (1980)
Thomas, *Multiculturalism at work* (1987)
Toronto Board of Education, *Incorporating an intercultural perspective into the ESL curriculum* (1990)
Toronto Board of Education, *Community contact assignments* (1991)
Toronto Board of Education, *ESL or ESL literacy?* (1992)
Toronto Mayor's Committee on Community and Race Relations; *Myths and facts* (1991)
Warren, *Vignettes of life: Experiences and self perceptions of new Canadian women* (1986)

Watson, *English language training: Night school department: Workshop series* (1980-1983)

Yalden, Fitzgerald & Pagurek, *Frameworks for communicative needs courses* (1984)

Yildiz, Warren & Froese, *Let's communicate; An ESL curriculum guide for young Japanese students (rev. Ed.)* (1981)

Vocabulary

LINC 1

Cunningham, *Driving* (1984)

Cunningham, *Having a baby: An English as a second language workbook for beginners* 1986)

Martin, *English by heart* (1990)

Toronto Board of Education, *English for the fashion industry Books 1 & 2* (1986)

Mollica, *Crossword puzzles for beginners* (1988)

Smith, (n.d.)

LINC 2

Reid, Applebaum, Horn, Vane & Yin, *Food and restaurant* (n.d.)

Wall, *We make the clothes* (1985)

LINC 3

Bowers & Godfrey, *Words we use* (1992)

Johnson, *Proverbs say it best* (1987)

Kabis, *Think up your own story* (1987)

Keller & Warner, *Gambits 1: Openers. Gambits 2: Links. Gambits 3. Responders, closers and inventory* (1976, 1979)

McLay, *Idioms 1* (1980)

McLay, *Idioms* 2 (1991)

Sivell, *From near and far* (1991)

Teophil, *Idiomatic English, rev. ed.* (1983)

All 3 LINC Levels

Carver, Fontinos & Cooper, *A Canadian conversation book. Book 1* (1993)

Chin, Bowers & Creary, *Stories for advanced beginners: A reader and textbook for the adult English language student* (1980)

Chin, *Stories for advanced beginners, Book 2: A reader and workbook for adult English as a second language students* (Ed.) (1988)
Cunningham et al., *Your home: An English as a second language workbook for beginners* (1983)
Heffernan, *Garbage crisis: Environmental issued for adult ESL learners* (1991)
House, *Banking: An ESL workbook* (1986)
Johnson, *Foundation for literacy: Part one* (1982)
Liebman, *Canadian dictionary for English learners* (1987)
Moldonado, *Finding a place to live: Listening activities for adult ESL learners* (1990)
Mollica, *Word picture posters series* (1986, 1988)
Pierce, *Insurance: An English as a second language workbook for beginners* (1984)
Spears et al., *Everyday Canadian English dictionary: A basic dictionary for English language learning* (1984, 1985)
Thompson & Williams, *Stories for beginners: Books 1, 3, 4* (1979)
Weber, *The globe modern dictionary* (1978)
Weber & Weber, *World of vocabulary Canada* (1987)
Wong, *Practical English for new Canadians* (1988)
Yalden, Fitzgerald & Pagurek, *Frameworks for communicative needs courses* (1984)

Appendix B. Addresses of Publishers of ESL Materials Listed in This Bibliography

Addison-Wesley Publishers
P.O. Box 580
Don Mills, Ont.
M3C 2T8
Fax: (416) 447-5101
Tel: (416) 443-0948

Alberta Advanced Education
6th Floor Devonian Bldg.
1160 Jasper Ave.
Edmonton, Alta.
T5K 0L3
Fax: (403) 474-5538
Tel: (403) 474-5538

Allyn & Bacon Publishers - see Prentice-Hall Canada Inc.

Asian Pacific Foundation of Canada
Suite 666
999 Canada Place
Vancouver, B.C.
V6C 3E1
Tel: (604) 684-5986

Between the Lines
394 Euclid Ave., Suite 203
Toronto, Ont.
M6G 2S9
Fax: (416) 324-8268
Tel: (416) 925-8260

Canada Communication Group Publishing
45 Sacré-Coeur
Hull, Ontario
K1A 0S9
Tel: (819) 997-1658

Canada Language Centre Publications
506-549 Howe St.
Vancouver, B.C.
V6C 2C6
Tel: (604) 685-2123

Canada Scholars' Press Inc.
180 Bloor St. W., Suite 402
Toronto, Ont.
M5S 2V6
Fax: (416) 296-1621
Tel: (416) 929-2774

Canadian Public Health Association
1565 Carling, Suite 400
Ottawa, Ontario
K1Z 8R1
Tax: (613) 725-9826
Tel: (613) 725-3769

Central Newfoundland Regional College
of Applied Arts, Technology and
Continuing Education
7 High Street
P.O. Box 745
Grand Falls
Windsor, N.F.
A2A 2M4
Fax: (709) 489-2277
Tel: (709) 489-4844

Centre Educatif et Culturel Inc.
8101 est, boul. Metropolitain
Montréal, Qué.
H1J 1J9
Fax: (514) 351-3534
Tel: (514) 351-6010

Centre for Applied Language Studies
Carleton University
Rm 215, Patterson Hall
Ottawa, Ont.
K1S 5B6
Tel: (613) 788-6613

Clarity Books
Pippin Publishing Ltd.
P.O. Box 92
905 Corydon Ave.
Winnipeg, Man.
R3M 0W8
Tel: (204) 453-7200

Copp Clark Pitman Ltd.
2775 Matheson Blvd. E.
Mississauga, Ont.
L4W 4P7
Fax: (416) 238-6075
Tel: (416) 238-6074

Core Foundation - see Laubach Literacy of Canada

Cormorant Books
RR1
Dunvegan, Ont.
K0C 1J0
Fax: (613) 527-2262
Tel: (613) 527-3348

Cross Cultural Communication Centre
2909 Dundas St. W.
Toronto, Ont.
Tel: (416) 760-7855

Detselig Enterprises Ltd.
210, 1220 Kensington Rd. NW
Calgary, Alta.
T2N 3P5
Fax: (403) 283-6947
Tel: (403) 283-0900

Didier
Editions Hurtubise Ltee.
730 bd. Newman
Ville La Salle, Que.
H8N 1X3
Fax: (514) 364-7435
Tel: (514) 364-0323

Dominie Press - see Pippin Publishing Ltd.

Dormac - see Pippin Publishing Ltd.

Douglas & McIntyre Ltd.
1615 Venables St.
Vancouver, B.C.
V5L 2H1
Fax: (604) 254-9099
Tel: (604) 254-7191

Douglas College
700 Royal Ave.
New Westminster, B.C.
V3M 5Z5
Fax: (604) 527-5095
Tel: (604) 521-7250

East End Literacy - see Pippin Publishing Ltd.

Editions Soleil Publishing Inc.
P.O. Box 847
Welland, Ont.
L3B 5Y5
Tel: (416) 788-2674

Educational Measurement Research Group
Rm 1311
2125 Main Mall
University of British Columbia
Vancouver, B.C.
V6T 1Z4
Tel: (604) 822-4145

Employment and Immigration Canada
The Public Enquiries Centre
Place du Portage, Phase IV
140 Promenade du Portage
Hull/Ottawa
K1A 0J9
Fax: (819) 994-7260
Tel: (819) 994-6313

English in the Working Environment
P.O. Box 3
Waterloo, Ontario
N2J 3Z6
Tel: (519) 742-9651

Full Blast
664 Penner
P.O. Box 408
Virgil, Ont.
L0S 1T0
Tel: (416) 468-7558

Globe/Modern Curriculum Press - see Prentice-Hall Canada Inc.

Heinle and Heinle - see Nelson Canada

Human Rights Directorate
Department of the Secretary of State of Canada
Ottawa, Ont.
K1A 0M5
Tel: (819) 994-3452

Invergarry Learning Centre
9260-140 St.
Surrey, B.C.
V3V 5Z4
Fax: (604) 584-0251
Tel: (604) 584-5424

Laubach Literacy of Canada
P.O. Box 6548, Station A
St. John, N.B.
E2L 4R9
Tel: (506) 634-1980

Learnx Press
Adult ESL/ABE/Parenting Program Office
Continuing Education Department
375 Dover Court Rd.
2nd Floor
Toronto, Ontario
M6J 3E5
Fax: (416) 393-9952
Tel: (416) 393-9618

Les Editions HRW Ltée.
955, rue Bergar
Laval, Qué.
H7L 4Z7
Fax: (514) 334-8387
Tel: (514) 334-8466

Longman - see Copp Clark Pitman Ltd.

Manitoba Education and Training
Adult and Continuing Education Branch
410-185 Carlton St.
Winipeg, Manitoba
R3C 3J1
Tel: (204) 945-0574

Manitoba Textbook Bureau
277 Hutchings St.
Winnipeg, Man.
MBR 2X 2R4
Fax: (204) 948-2189
Tel: (204) 945-8940

Mardan Publishing - see Pippin Publishing Ltd.

Maxwell MacMillan Canada Inc. - see Nelson Canada

McGraw Hill-Ryerson Ltd.
300 Water St.
Whitby, Ont.
L1N 9B6
Fax: (416) 430-5020
Tel: (416) 428-2222

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Montreal, Que.
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Tel: (514) 744-5531

Ministry of Advanced Education
Parliament Buildings
Victoria, B.C.
V8V 1X4
Fax: (604) 356-8851
Tel: (604) 387-6176

Ministry of Advanced Education, Training and Technology and The Centre for Curriculum and Professional Development
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Fax: (604) 431-3333
Tel: (604) 431-3210

Monarch Books of Canada
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M3H 5T5
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Multiculturalism and Citizenship Canada - see Supply and Services Canada

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North York, Ont.
M2N 5N8
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P.O. Box 45029
North York City Centre
5150 Yonge St.
North York, Ont.
M2N 6N2
Fax: (416) 499-5847
Tel: (416) 495-8755

OISE Press
The Ontario Institute for Studies in Education
252 Bloor St. W.
Toronto, Ont. M5S 1V6
Fax: (416) 926-4725
Tel: (416) 926-4707

Ontario Ministry of Citizenship
Citizenship Development Branch
5th Floor, 77 Bloor St.W.
Toronto, Ont.
M7A 2R9
Tel: (416) 314-7520

Ontario Ministry of Consumer & Commercial Relations
555 Yonge St.
Toronto, Ont.
M7A 2H6
Tel: (416) 326-8555

Ontario Ministry of Education
22nd Floor
Mowat Block
Queen's Park
Toronto, Ont.
M7A 1L2
Tel: (416) 965-4232

Ontario Ministry of Transportation
2682 Keele St.
Toronto, Ont.
M3M 3E6
Tel: (416) 235-2999

Oxford University Press
70 Wynford Dr.
Don Mills, Ont.
M3C 1J9
Fax: (416) 444-0427
Tel: (416) 441-2941

Pippin Publishing Ltd.
380 Esna Park Dr.
Markham, Ont.
L3R 1H5
Fax: (416) 513-6977
Tel: (416) 513-6966

Planned Parenthood Manitoba, Inc.
206-819 Sargent Ave.
Winnipeg, Man.
R3E 0B9
Fax: (204) 982-7819
Tel: (204) 982-7800

Prentice-Hall Canada Inc.
1870 Birchmount Rd.
Scarborough, Ont.
M1P 2J7
Fax: (416) 299-2529
Tel: (416) 293-3621

Y. Rampaul
26 St. Dunstans Bay
Winnipeg, Manitoba
R3T 3H5
Tel: (204) 261-0827

St. Stephens Community House
ESL Department
91 Bellevue Ave.
Toronto, Ont.
M5T 2N8
Tel: (416) 925-2103

Saskatchewan Education
Parkview Place
2220 College Ave.
Regina, Saskatchewan
S4P 3V7

Saskatchewan Literacy Network
On Our Way
c/o Box 1520
Saskatoon, Saskatchewan
S7K 3Q5
Fax: (306) 933-6490
Tel: (306) 653-7178

Supply and Services, Canada
Canadian Government Publishing Centre
Ottawa, Ont.
K1A 0S9
Fax: (819) 994-1498
Tel: (819) 997-1658

TESL Talk
Citizenship Development Branch
Ministry of Citizenship
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M7A 2R9
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Toronto Board of Education
Continuing Education Department
375 Dovercourt Rd., 2nd Floor
Toronto, Ont.
M6J 3E5
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Tel: (416) 393-9618

Toronto Mayor's Committee on Community
and Race Relations
2nd Floor
City Hall
Toronto, Ont.
M5H 2N2
Tel: (416) 392-7837

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Vancouver, B.C.
V6T 1Z2
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Tel: (604) 822-3259

Vancouver Community College
King Edward Campus Bookstore
1155 E. Broadway
Vancouver, B.C.
V5T 4N3
Fax: (604) 875-6605
Tel: (604) 871-7332

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Toronto, Ont.
M4T 1C1
Tel: (416) 961-8100

Appendix C. A-LINC Descriptions for Levels 1, 2, and 3

A-LINC LEVEL 1

May speak a little, but usually not at all. May recognize some letters but have trouble pronouncing them.

Understanding is very limited and may range from no apparent comprehension, to comprehending short phrases or key words.

May be unable to copy Roman script. Can usually print own name, but cannot manage address or anything else. May not handle pen/pencil at all, or only with awkwardness. May not read/write in own language, or with minimal ability.

Usually has little or no sight word recognition. Usually has little or no ability to phonetically decode words. If words can be decoded, there may be no understanding of their meaning.

A-LINC LEVEL 2

Minimal speaking ability, with very little vocabulary, usually limited to topics of personal information. Speech is frequently interrupted by hesitations while searching for needed words/structures.

Can understand only a little, usually with the help of gestures, and only if words are spoken at a slow pace. May tend to

repeat phrases/questions just heard rather than respond to them.

Writing usually quite limited, e.g. to name/address, and some high-frequency words.

Can read alphabet and numbers and basic words or sentences.

A-LINC LEVEL 3

Can speak with simple sentence structures, using present tense, but attempts at linking or sequencing sentences prove difficult. Speech is fragmented, i.e. a mixture of sentences and phrases, or single key words strung together without function words. Will struggle to search for words. Vocabulary limited to personal information, daily life, or similar familiar topics. Pronunciation problems often make speech hard to understand.

Listening ability is often better than speech production, with the ability to understand basic instructions/questions, often by picking up on key content words rather than necessarily understanding everything.

Writing is mainly limited to single words, phrases and simple sentences, such as personal information required for filling out a form. Frequent errors in spelling, grammar and punctuation.

Can read basic information presented in simple sentences within a known, usually practical context, such as basic forms, lists, familiar classroom material.

Appendix D. Names and Addresses of Persons Contributing to Consultation Phase of the Project

Eleanor Adamowski
Hungarian House
LINC Program - Toronto Board of Education
840 St. Clair Avenue W.
Toronto, Ontario
M6C 1C1
(416) 654-9919

Lynn Bell
2029 King's Grove Crescent
Gloucester, Ontario
K1J 6E9
(613) 747-2283

Bruce Bjornson
MOSAIC
1522 Commercial Drive
Vancouver, British Columbia
V5L 3Y2
(604) 254-0244

Elza Bruk
Alberta Vocational Technical College
332-6th Avenue SE
Calgary, Alberta
T2G 4S6
(403) 297-4901

Robert Caldwell
King Edward Campus
Vancouver Community College
1155 East Broadway
Box 24620 StationC
Vancouver, British Columbia
V5T 4N3
(604) 871-7266

Moira DeSilva
ESL Department
Cabot College
50 Parade Street
St. John's, Newfoundland
A1C 4C7
(709) 753-7247

Elfrieda Dueck
SIAST Campus Kelsey Institute
P.O. Box 1520
Saskatoon, Saskatchewan
S7K 3R5
(306) 933-8385

Catherine Gaffney
Language Training Department (ESL)
Seneca College
1200 Lawrence Avenue W.
Toronto, Ontario
M6A 1E3
(416) 491-5050 Ext. 4700

Sheena Gardner
University of Winnipeg
515 Portage Avenue
Winnipeg, Manitoba
R3B 2E9
(204) 786-9103

Artur Gudowski
Saskatchewan Institute of Applied Science and Technology
1225 Grey Street
Regina, Saskatchewan
S4T 5H3
(306) 787-1354

Ratana Hemniti Wong
ESL Resource Centre East, Room 232
The Greenwood Centre
24 Mountjoy Avenue
Toronto, Ontario
M4J 1J6
(416) 393-9640

Jim Jones
Mohawk College ESL
1040 Queensdale Avenue E.
Hamilton, Ontario
L8T 1J4
(416) 575-2421

Mary Keane
Nova Scotia Community College
Institute of Technology Campus
P.O. Box 2210
5685 Leeds Street
Halifax, Nova Scotia
B3J 3C4
(902) 424-5065

Cecil Klassen
Douglas College
P.O. Box 2503
New Westminster, British Columbia
V3L 5B2
(604) 527-5175

Yvonne MacMillan
Bickford Centre
777 Bloor Street W., Room 305
Toronto, Ontario
M6G 1L6
(416) 393-0528

Lynne McBeath
TESL New Brunswick
64 Castleton Ct.
Fredericton, New Brunswick
E3B 6H3
(506) 457-7307

Joanne McIntosh
The Toronto Board of Education
Continuing Education Department
Adult ESL/ABE/Parenting Programs Office
375 Dovercourt Road, 2nd Floor
Toronto, Ontario
M6J 3E5
(416) 393-9618

Irene McKay
Language Training Department
George Brown College
21 Nassau Street
Toronto, Ontario
M5T 1M3
(416) 867-2422

Joanne Millard
North York Board of Education (Continuing Education)
Mallow Education Resource Centre
15 Mallow Road
North York, Ontario
M3B 1G2
(416) 395-5020

Joanne Pettis
Settlement and Adult Language Training Branch
410-185 Carlton Street
Winnipeg, Manitoba
R3C 3J1
(204) 945-7305

Dean Sexton
Holland College
Charlottetown Centre
140 Weymouth Street
Charlottetown, Prince Edward Island
C1A 4Z1
(902) 566-9616

Lee Weinstein
Invergarry Learning Centre
9260 140th Street
Surrey, British Columbia
V3V 5Z4
(604) 584-5424

Joyce White
Ottawa Board of Education (Continuing Education)
300 Rochester Street
Room 202
Ottawa, Ontario
K1R 7N4
(613) 239-2656

Appendix E. Consultation Protocols

November 17, 1992

Dear colleague,

We are writing to ask for your input to a project we are currently conducting for TESL Canada and Employment and Immigration Canada to prepare a *LINC-Specific Annotated Bibliography of Second Language Teaching and Learning Materials*. As a resource guide, this bibliography will list, describe, and provide distribution and purchasing information on teaching and learning materials suitable for adult participants in levels 1, 2, and 3 of Employment and Immigration Canada's LINC (language instruction for newcomers to Canada) programs. Of particular interest are educational materials appropriate for this population's acquisition of English as a Second Language (ESL) and their orientation to, settlement in, and participation in Canadian society. The final version of the bibliography will be distributed widely throughout Canada in the coming year for use by instructors, program administrators, adult students, and other persons associated with the LINC program.

We are asking for your assistance as part of a nation-wide consultation strategy in preparing the bibliography. Your name was identified through TESL Canada's Directory as a person who is well-informed about adult ESL education in your region of the country. We are particularly interested in asking you to help us identify:

1. in the first phase of consultations (Nov. 18 to Dec. 1), particular concerns of adult newcomers in your region of Canada that you consider should be addressed in the contents and organization of the bibliography and

2. specific teaching or learning materials that you think should be included in the bibliography, then

3. in the second phase of consultations (Jan. 4 to 15, 1993), revisions you think would help to improve the contents of our initial draft of the bibliography.

Our schedule to complete these consultations is very tight; Employment and Immigration Canada would like a completed version of the bibliography by the end of January. We would therefore like to arrange a time to interview you by telephone in the final week of November as the first phase of consultation. The interview will take no more than 30 minutes. On the basis of these consultations and our library research, we will prepare an initial draft of the bibliography and mail it to you in late December. We will then contact you by telephone in early January to arrange a time for a follow-up telephone interview in mid-January as the second phase of consultation. This follow-up interview will probably last for 15 to 30 minutes.

If you are willing to allow us to consult with you, could you kindly complete the attached *consent form*, tear it off of this letter, and mail it to us in the enclosed, stamped envelope. Please retain a copy of this letter and the two *survey forms* for our later consultations. You are of course not under any obligation to participate in this consultation; you may decide to withdraw your participation at any point. If you do choose to participate, Employment and Immigration Canada has asked us to list the names, addresses, and telephone numbers of all persons contacted for this consultation. If you do agree to assist us, your name will be cited on this list. But any

information you provide will be strictly confidential. None of the specific information or remarks you provide us will be related to you personally in our final report, nor will they be identifiable in the contents of the bibliography. None of the information being collected in this project will be used to evaluate your knowledge or any educational programs you are associated with.

Thank you very much for your cooperation,

Sincerely,

Alister Cumming
Associate Professor
Modern Language Centre
416-923-6641, ext. 2538

Barbara Burnaby
Associate Professor
Dept. of Adult Education
416-923-6641, ext. 2341

Stephanie Paulauskas & Susanne Holunga
Research Officers, 416-923-6641, ext. 2637

* *

Consent Form

Dear Drs. Cumming and Burnaby,

I have read your letter of November 17 describing the consultations for preparation of a *LINC-specific Annotated Bibliography of Teaching and Learning Materials* and kept a copy of the letter for my records.

I am / am not (please circle one) willing to participate. I do / do not (please circle one) agree to have my name and address listed as a person consulted for this project.

Name:_____

Signature: _____

Address: _____

_____

_____

Telephone:_____ FAX: _____

Survey Form #1, Initial Consultation

We will contact you by phone to arrange a convenient time to interview you between Nov. 18 and Dec. 1. Please have this form ready, along with any specific materials or information you are able to gather to answer the two questions below. We will collect information from you by interview over the telephone so you need not write out your answers to these questions to transmit them to us.

1. Could you advise us on local concerns of teachers and learners in LINC programs that you think the bibliography ought to address? In addition to categorization of materials by LINC levels 1, 2 and 3, how else might the contents of the bibliography be organized or displayed to be most useful for LINC participants? What kinds of information would be most useful and appropriate to include in this bibliography?

2. Can you suggest specific teaching or learning materials for inclusion in the bibliography? Relevant materials appearing in Alister Cumming's Annotated Bibliography of Canadian ESL Materials, TESL Canada Journal, Special Issue #2 (1990) are already being included. Are you aware of appropriate materials that have been produced more recently or were not included in this earlier bibliography? Could you inform us of the publishers or distributors? (All relevant materials are being considered if a specific distributor for the materials can be identified.)

Thank you for your input and advice.

Survey Form #2, Follow-up Consultation

We will contact you by phone to arrange a convenient time to interview you in mid-January. Please have this form ready, along with any specific materials or information you are able to gather to answer the questions below. We will collect information from you by interview over the telephone so you need not write out your answers to these questions to transmit them to us.

Given the draft of the LINC-Specific Annotated Bibliography of Second Language Teaching and Learning Materials you have received, can you make specific suggestions to improve the:

1. contents of the bibliography?

2. organization or visual display of the bibliography?

3. usefulness of the bibliography for its intended audiences (e.g., teachers, students, and others in the LINC program)?

Thank you for your input and advice.

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Part of the Picture Campaign Guide, 1991. Produced as part of TESL Canada's national public awareness campaign, this guide provides detailed information on how to access print and electronic media and government structures to create public awareness for ESL related issues. An expanded edition is scheduled for publication in 1993. *$15.00 payment made with order; $16.00 invoiced.*

Meeting the Needs: A Preliminary Assessment of ESL Program Delivery to Adult Immigrants/Refugees in Canada and a Model Towards Language Education for Participation, 1991. Conducted by Carleton University for TESL Canada, this review of research, literature and unpublished documents outlines the history of ESL teaching in Canada and marshalls statistics and information to provide a report on the state of ESL in Canada. *$25.00 payment made with order; $26.00 invoiced.*

TESL Canada Learners' Conference 1992 Final Report. Detailed guidebook outlining process and outcome involved in the 1992 learners' conference. *$20.00 payment made with order; $21.00 invoiced.*

Report of the First Canadian ESL Learners' Conference, 1991. The process and outcome Canada's first annual ESL Learners' Conference, sponsored by TESL Canada and SCENES in Saskatoon, 1991, are documented in this detailed report. *$25.00 payment made with order; $26.00 invoiced.*

Annotated Bibliography of Canadian ESL Materials, 1990. Annotated bibliography of Canadian ESL instructional and curriculum materials produced since 1975. Originally published as Special Issue 2 of the TESL Canada Journal, 1990. *$11.00 payment made with order; $12.00 invoiced.*

Inventory of English Language Training for Non-Native Speakers of English at the Post-Secondary Level in English Medium Institutions in Canada, 1988. Annotated descriptions of programs offered in support of English learning for adults. *$22.00 payment made with order; $23.00 invoiced.*

China Handbook, 1985. Deals with teaching in China and includes discussion on preparations, living in China, practical suggestions and a bibliography. *$13.00 payment made with order; $14.00 invoiced.*

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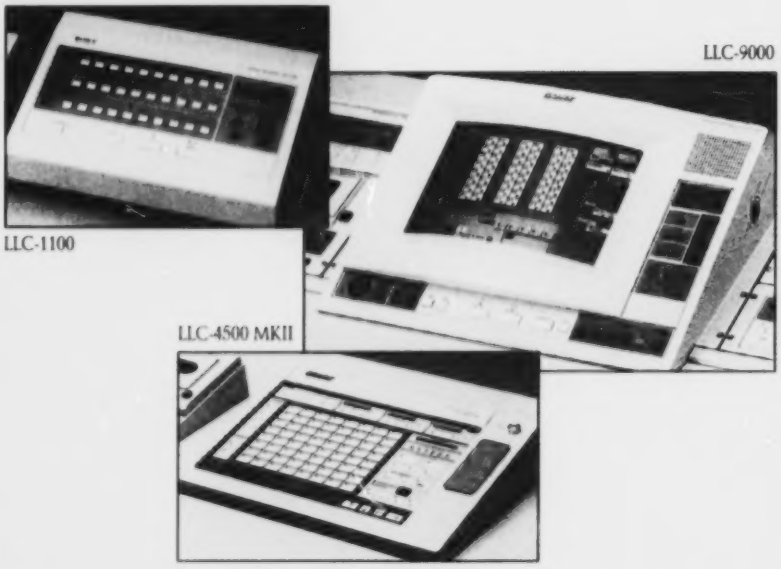

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